

**Faculty Senates Coordinating Council  
of the Contra Costa Community College District  
500 Court Street, Martinez California 94553**

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FSCC President: DVC Faculty Senate President: Laurie Lema (925) 969-2509 or ext 22509 [llema@dvc.edu](mailto:llema@dvc.edu)  
CCC Academic Senate President: Wayne Organ (510) 236-6768 or ext 44822 [worgan@contracosta.edu](mailto:worgan@contracosta.edu)  
LMC Academic Senate President: Silvester Henderson (925)-439-2181 or ext 37806 [shenderson@losmedanos.edu](mailto:shenderson@losmedanos.edu)  
Contra Costa Community College District ■ 500 Court Street, Martinez, CA 94553

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**Faculty Senates Coordinating Council Minutes  
Approved**

**Faculty Senates Coordinating Council Meeting  
Wednesday, October 1, 2014  
1:30 PM – 3:00 PM**

<b>1.</b>	<p><b>APPROVAL OF AGENDA FOR OCTOBER 1, 2014 AND THE MINUTES OF THE SEPTEMBER 3, 2014 MEETING. (discussion/action)</b></p> <p><b>It was MSC to approve the agenda of October 1, 2014. The following members all voted Aye: Henderson, Lema, and Organ. No nays. No abstentions. Approved.</b></p> <p><b>It was MSC to approve the minutes of September 3, 2014. The following members all voted Aye: Henderson, Lema, and Organ. No nays. No abstentions. Approved.</b></p>
<b>2.</b>	<p><b>PRESENTATIONS FROM THE PUBLIC - All Meetings Are Open - Everyone Welcome (information only)</b></p> <p>None.</p>
<b>3.</b>	<p><b>ANNOUNCEMENTS/COUNCIL COMMENT (information only)</b></p> <p>Lema said will not be at DGC next week because her senate council scheduled a meeting during the accreditation visit. . Henderson said he will be there. Organ will try to be there but he made to be on campus for the accreditation visit.</p>
<b>4.</b>	<p><b>FSCC GOALS (discussion/action)</b> <i>Council will vote on FSCC goals for 2014-2015</i></p> <p>Council reviewed the goals they had set a couple years before and have rolled over. They agreed to some additional wording to show where it aligns with the District Strategic Plan. Lema said she will make the changes to the document and send it to Council.</p> <p><b>It was MSC to approve the goals contingent on the agreed upon changes in the document. Changes. The following members all voted Aye: Henderson, Lema, and Organ. No nays. No abstentions. Approved.</b></p>
<b>5.</b>	<p><b>SENATE BUDGET BP 18.04 (information/discussion)</b> <i>Council will review the procedure and discuss the senate budget allocation.</i></p> <p>Council discussed the items they are required to fund out of their Senate budgets according to BP 18.04. Those expenses are membership fees for the State Academic Senate; a fixed monthly honorarium of \$426.25 for each Senate President; compensation for faculty staffing of college curriculum committees; and other Academic Senate activities including attending Plenary sessions and funding classified support. In addition, the Senate offices have to purchase their own equipment and supplies. They agreed they need to approach the district about increasing the Senate funding in their operating budgets. There is also a big concern about getting adequate reassigned time.</p> <p>Council agreed each member will send their itemized budgets to the DVC Faculty Senate Office by the Monday before the next District Consultation. They should include any other sources of funds. Also include information on if they pay the actual rate for reassign time or a set amount.</p>

<p>6.</p>	<p><b>POLICIES AND PROCEDURES</b> (information/discussion)  <i>Policies and procedures on the DGC agenda and presented in District Consultation including HR 2030.08, CI 4015, CI 4005.</i></p> <p>Glenn Appell, current UF president, joined the meeting to review policies and procedures on the DGC agenda that may fall under the purview of United Faculty. Appell said the UF is going over the policy and procedures in a different context than FSCC. He said they can collaborate but it is not necessary. Lema asked if the UF gets the proposed changes to policies and procedures at the same time they go out to the DGC. Appell said they do. Lema said that means they have not been looked at for contractual agreements when DGC discusses them.</p> <p>Lema said she received feedback from her Senate Council on the procedures about asset access. Appell said the UF will look at those as there are a number of contractual issues in them.</p> <p>Council reviewed the policies and procedures currently on the DGC agenda.</p> <p>Bus.Procedure 3.22 Budget Transfer Instructions for Organizational Units –Revision: No issue  Bus.Procedure 6.05Alcoholic Beverages – Revision: No issue  Bus.Procedure 8.01 Reporting Property Losses both Insured and Non-insured Non-Automobile – Revision: No issue  Board Policy 5036 Asset and Access Control – New: issues with the related policies on access  -Henderson said the general concern is access to classrooms and buildings with master keys, also about the cost and time to implement all these policies  Appell said the UF is concerned about who would pay for a rekey and issues with the e-keys.  Lema said workforce turnaround is probably part of the reason for these but she has concerns also.</p> <p>Board Policy 10.53 Access Control – New: issues  Board Policy 10.54 Access to Technology Assets – New: issues  Board Policy 10.55 Asset Control – New: issues  Board Policy 10.56 Asset and Access Control Checklists – New: issues</p> <p>HR 2060.07 Guidelines for Employment of Temporary Part-time Faculty – Revision: no issues  HR 2060.08 Part-time Faculty Step Increments for In-District Service – Delete: the UF will look at this one  HR 2060.09 Guidelines for Employment of Temporary (Substitute) Faculty – Revision: minor concerns  HR 2060.11Banked Load – Revision: the UF will look at this one  HR 2060.12Temporary Reassignment of an Academic Management/Supervisory Employee to a Higher Classification – Revision: no issues  HR 2060.13Employment of Hourly Academic Managers and Supervisors – Delete: no issues  HR 2060.14 Placement on Academic/Classified Management Salary Schedule – Revision: no issue  HR 2060.15Longevity Pay for Academic Managers – Revision: no issue</p> <p>HR 2080.01-Personnel Impact of Program Reviews – Revision: Issue-Program Review is an inappropriate term. The UF will look at this one</p> <p>HR 2090.01 Pre-Retirement Reduction of Faculty Annual Workload – Revision: The UF will look at this one.</p> <p>Due to time constraints, Lema said she will review the rest of them with Appell and report back to Council.</p>
<p>7.</p>	<p><b>CURRICULUM CHAIRS MEETING AND REPEATABILITY UPDATES</b> (information/discussion)  <i>Council will discuss this year’s work with Curriculum Chairs and repeatability.</i></p> <p>Lema will send Henderson and Organ the MOU and Council will look at it at the next meeting.</p>
<p>8.</p>	<p><b>UPDATE ON INCOMPLETE 75% RULE</b> (information/discussion)  <i>Council will review information received on the 75% rule.</i></p> <p>This item was postponed due to time constraints.</p>
<p>9.</p>	<p><b>ADJUNCTS PARTICIPATION IN COLLEGE GOVERNANCE</b> (information/discussion)  <i>Council will discuss adjuncts participation in each college’s governance.</i></p>

	This item was postponed due to time constraints.
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<b>10.</b>	<b>ADJOURNMENT – NEXT MEETING NOVEMBER 5, 2014</b>
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