

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

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 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

**Faculty Senates Coordinating Council Minutes**

**Faculty Senates Coordinating Council Meeting  
Wednesday, February 11, 2015  
1:30 PM – 3:00 PM  
CCCONFER**

1:30	1.	<p><b>APPROVAL OF AGENDA FOR FEBRUARY 11, 2013 AND MINUTES OF FALL 2014.</b> (discussion/action)</p> <p>Lema said the agenda is very full and we can skip item 9 if there is not enough time.  <b>It was MSC to approve the agenda as amended. Lema, Henderson and Organ voted Aye. No nays. No abstentions. Approved.</b>          The minutes were not ready for review.</p>
	2.	<p><b>PRESENTATIONS FROM THE PUBLIC - All Meetings Are Open - Everyone Welcome</b> (information only)</p> <p>None.</p>
	3.	<p><b>ANNOUNCEMENTS/COUNCIL COMMENT</b> (information only)</p> <p>Organ told Council CCC has completed the recruiting process for a new college president and has organized a hiring committee.</p> <p>Lema told Council there have been discussions at DVC about the smoking policy and possible changes. There have also been discussions about moving the withdrawal date to earlier in the semester.</p> <p>Lema said she received a request from Sally Montemayor-Lenz at DO to organize a meeting of the three college's Curriculum Chairs. Lema reminded Council the Curriculum Committees MOU states the FSCC president will call the meeting so she will set that up soon.</p>
	4.	<p><b>EQUIVALENCY AND FACULTY SERVICE AGREEMENT (FSA)</b> (discussion/action)  <i>Council will review and vote on an equivalency request. If equivalency is approved Council will determine an FSA assignment.</i></p> <p>The FSCC reviewed the request for a Faculty Service Agreement from Sally Montemayor-Lenz and determined she needs an equivalency to get the FSA. The appropriate documents have been sent to Council. <b>It was MSC to approve an equivalency for Sally Montemayor-Lenz. Lema, Henderson and Organ voted Aye. No nays. No abstentions. Approved.</b>  <b>It was MSC to approve an FSA for Sally Montemayor-Lenz. Lema, Henderson and Organ voted Aye. No nays. No abstentions. Approved</b></p>
	5.	<p><b>ACADEMIC SERVICES/PAYMENT</b> (information/discussion)  <i>Council will discuss stipend for DGC faculty chair work</i></p> <p>Lema reminded Council they had agreed that each college would pay Erich Holtmann \$500 to chair DGC this year. The DO has said this does not fall under the guidelines for the Senate budget. Lema said they should take this topic</p>

	to District Consultation. Council agreed.
6.	<p><b>ADJUNCTS PARTICIPATION IN COLLEGE GOVERNANCE</b> (information/discussion)  <i>Council will discuss adjuncts participation in each college’s governance.</i></p> <p>Henderson said LMC has a VP who also teaches as an adjunct. When this topic came up at his senate, they began looking at all the reassigned time available at their college for faculty to serve on the senate or other leadership positions. He said they realized their bylaws allowed adjuncts to apply and serve in positions with reassigned time. He said now that the board has adjusted policy that all three Senate Presidents get full reassigned time (1.0), an adjunct cannot serve in that position because they don’t have a full load to reassign. He asked how the other colleges handle this. Henderson said his senate talked about coming up with some kind of grid showing the amount of reassigned time and the positions it is used for.</p> <p>Lema said she thought reassign time was for full-time faculty. Henderson said that’s true but they came up with a stipend that is equal to the reassigned time.</p> <p>Henderson asked Council if they think each college should handle this its own way or all three colleges come to an agreement. Lema said DVC faculty definitely feels reassigned time positions should be filled with full-time faculty. Organ said he is not sure it would help to have a district-wide policy. Henderson asked Council if they think they should look at all our faculty leadership positions and talk about which ones should be held by full-time faculty. Lema said the colleges need full-time faculty to commit to leadership. Council agreed to bring this topic back for further discussion.</p>
7.	<p><b>16-WEEK CALENDAR</b> (information/discussion)  <i>Council will review next steps for senate discussion of the 16-week calendar.</i></p> <p>Council reviewed the timeline Lema developed for exploring the option of going to a 16-week semester. Lema said DVC has already had conversations before about this but she realizes the other two colleges need some time to discuss this idea.</p> <p>Henderson asks if this will be a decision of the Councils or the whole senates. Lema said DVC probably would not want a vote of the whole. She said the UF is going to do a survey of all faculty to help inform their representatives. She reminded Council the academic calendar is a UF decision. Organ said since CCC has a small senate, they will probably take a vote of the whole senate.</p> <p>Lema said the UF has posted a lot of information about a 16-week semester on its webpage. She told Council to let their faculty know about the web page so they can educate themselves and make informed decisions. Henderson added that there should also be face to face discussions. He said his senate will have it on every agenda until the forum scheduled at their college. Lema said DVC is doing the same. Henderson said LMC will probably do a vote of just the Council. Organ said his senate has opened up a list serve for discussions. He said CCC will count full-time and part time votes separately. Henderson commented that there is not a lot of clarity about the roles of adjuncts in college governance. Lema said DVC has a part-time rep on their council so part-timers are represented. Organ asked about the proportion of council representative’s votes depending on how many faculty they represent. Lema said DVC faculty are represented by divisions and they are all different sizes. Henderson said LMC has part-time representatives from certain areas like CTE and Student Services.</p>
8.	<p><b>BOX 2A HIRING PROCESS, (GRANT AND CATEGORICAL FUNDS)</b> (information/discussion)  <i>Council will discuss the use of grants and categorical funds for the faculty hiring process.</i></p> <p>Henderson wants to discuss the Box 2A process and the inclusion or not of positions that are funded by grants or categorical funds. They would like some clarity on how the Box 2a process works for these positions. He said LMC follows a different process than Box 2A for these positions so there is not always transparency and faculty involvement. Organ said at CCC they don’t look at positions funded by grants and categorical funds as a continuing position unless a division has requested a full-time position when the grant or categorical funds are gone. Lema said at DVC categorical funds but not grants have been part of the Box 2a conversation about using the money as seed money for positions. Lema told Council if they</p>

	<p>want to add language to the Box2A process about this, FSCC should come up with a proposal to bring to Consultation. Henderson agrees and said he will ask his Council to work on a proposal and bring it back to FSCC. Lema said another option is for LMC to write their own resolution. Henderson said a proposal could include wording each college can make their own addendum to the Box 2A process. Lema said that would be good if they need an immediate solution, or they could take longer for a more permanent solution.</p> <p>Council agreed to bring this back on their next agenda.</p>
	<p><b>9. UNIFORM EMPLOYMENT SELECTION GUIDE/EQUIVALENCIES</b> (information/discussion)  <i>Council will discuss the Uniform Employment Selection Guide.</i></p> <p>This item was postponed due to time constraints.</p>
	<p><b>10. DISTRICT EEOAC COMMITTEE</b> (information/discussion)  <i>Henderson will discuss with Council the DEEOAC.</i></p> <p>Henderson said LMC has just formed an Equal Employment Opportunity Advisory Committee. But they are concerned because their charge is supposed to match the District’s EEOAC charge. These committees were required by the state. The District EEOAC is listed as a committee in the DGC bylaws but they don’t seem to exist. Patton explained when the EEOACs were formed; they were required to write plans based on data from the state. However, the state could not pull the data together, so although we had to still write a plan, there were no parameters to base it on. So the committee faded away. Then the Governing Board formed an ad hoc committee that was charged with doing the same thing as the EEOACs. Patton said she has brought this up at DGC and was told that we now have the board committee and the Uniform Employment Selection Guide was adopted as the District plan. She suggested FSCC bring this up at DGC.</p>
<b>3:00</b>	<p><b>11. ADJOURNMENT</b></p>