

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

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**FSCC Chair: LMC Academic Senate Co-President: Adrianna Simone, [asimone@losmedanos.edu](mailto:asimone@losmedanos.edu), ext 37874**

**DVC Academic Senate President: John Freytag, [jfreytag@dvc.edu](mailto:jfreytag@dvc.edu), ext 22509**

**CCC Academic Senate President: Randy Carver, [jcarver@contracosta.edu](mailto:jcarver@contracosta.edu), ext 43884**

**LMC Academic Senate Co-Presidents: Louie Giambattista, [lgiambattista@losmedanos.edu](mailto:lgiambattista@losmedanos.edu), ext 37791**

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**Faculty Senates Coordinating Council Meeting Agenda**

December 9, 2025

10:30 AM

Ross Conference Room, Sixth Floor, 500 Court Street, Martinez

\* ZOOM link for members of the public, guest presenters, and exempted members only:  
<https://4cd.zoom.us/j/2850738670> and below.

	<b>1. APPROVAL OF AGENDA FOR THE DECEMBER 9, 2025, MEETING AND MINUTES FROM PREVIOUS MEETINGS: <u>11/4</u> (discussion/action)</b>
	<p>In-person Guests: Kelly Schelin, Emma Rogers, Anne Kingsley Online guests: Rayshell Clapper, Erlinda Jones, Sara Toruno-Conley, and Jennifer Ounjian</p>

	<b>2. PRESENTATIONS FROM THE PUBLIC (information only) All Meetings Are Open – Everyone Welcome</b>
	<p>None</p>

	<b>3. ANNOUNCEMENTS/COUNCIL COMMENT (information only)</b>
	<p>None</p>

	<b>4. INITIAL RSI COURSE REVIEW (information/discussion)</b> Get presentation from Emma – Reviewed the purposes of the review and that this was a diagnostic, supportive review.  Reviewed 60 fully online sections with reviewers looking at colleges that were not their own.  Results: 19 of 60 sections would have had requests for additional information (if this had been an actual ACCJC review). District wide was 45% in compliance. CCC was 38% of 13 sections, DVC was 45% of 33 sections, and LMC was 50% of 14 sections.  For courses that we did not see RSI, it was hard to find and took a lot longer to examine. The divide was quite apparent.
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**Strengths:** Tremendous faculty effort in design. BEOI is doing the first step in what we need it to do. High-quality design elements (navigation, modules, and content organization were generally strong). Authentic engagement when present. Clear care for students.

Even where RSI fell short, intent and effort were evident. The design is strong and faculty are trying, but there needs to be more intentional support.

**Challenges & Themes:** Feedback was minimal or hard to locate. Assessment load vs. instructional presence. Sometimes would see more feedback in the first couple of weeks and then interaction would fade.

How can instructors be supported to develop more consistent and sustainable feedback/interaction?

Many courses had numerous assignments, but little instructor interaction.

Projects and authentic assessments were outstanding when present.

Curation vs. Facilitation (assembly of the course). Many courses relied heavily on publisher slides and other curated videos. Missing was the instructor's voice, relevance, context, "why this matters."

**Key Takeaways:** Faculty effort is high. Gaps we saw are fixable, learnable, and within our collective capacity to improve. We can strengthen areas that will improve RSI – sustainable feedback practices, rethinking assessment density, supporting instructor presence and facilitation. Opportunity to build shared expectations and support faculty with clear, actionable tools.

Faculty are there and they care, but they need more support.

Need to revise and update BEOI. Develop syllabi templates that explicitly include RSI expectations.

**Supports needed:** Dedicated time during All-College Day to share findings, strategies, and focused PD around RSI. District support to align with ACCJC expectations around campus-level support structures for high quality DE. DE support/capacity has declined since the pandemic (are at pre-COVID or below levels). What does infrastructure at each of our colleges look like?

Have to move beyond having so many assignments that it's impossible for faculty to provide RSI on them.

Group discussed at length the results and recommendations. Concern about funding and upscaling current PD pathways (POMP, POCR, RSI in Action).

Adrianna asked about bringing back BEHI, Becoming an Effective Hybrid Instructor.

Randy asked about district financial support. Kelly noted that there are no funds being stashed away at the district to support this. We can't view this as adding more work for faculty and can think about working smarter vs. harder.

Reducing online sections isn't the answer as our online students will simply go elsewhere.

Emma noted many other districts set POCR as minimum standards for faculty teaching online.

FSCC and guests continued to discuss timelines and options for providing PD.

## **5. COLLEGE/ACADEMIC SENATE UPDATES (information/discussion)**

### **DVC:**

**Received updates** on OER and ZTC initiatives, as well as AB 607, XB12, and upcoming Title 5 changes related to open educational resources.

**Reviewed and discussed** early drafts of a proposed **Enrollment Management Taskforce**.

**Approved** the DEDE Committee's revised **definition of Digital Equity**.

**Discussed** newly released **Canvas AI tools** and considered how to support faculty if these tools are activated at the district level.

**Provided feedback** on the draft **2027–28 4CD academic calendar**.

**Heard takeaways** from the ASCCC Plenary, with highlights on a session about AI that included a demonstration video showing an **agentic AI browser completing tasks inside a Canvas course**.

**Received a report** from the tutoring co-coordinators on new **student-center retention efforts** beginning this year.

**Approved** the timeline and announcement language for selecting **4CD's next CCCOE Teacher of the Year nominee**.

### **LMC:**

Announced our new VP for Academic Senate, Morgan Lynn, English Department

New Part-time at large faculty member announced, Lenea Pollett, Biology

Educational Strategic Plan Goal Area Feedback

Canvas Features—S. Toruño-Conley & E. Jones (15 minutes, I, D)

Collegiality in Action Focused Flex discussion  
Voting Participatory Governance Committees – Bylaws 218-227  
Program Review and Program Assessment Alignment discussions  
Draft 2027-2028 Academic Calendar

**Contra Costa College Update:**

Been focused on VAR report  
Mission/Vision/Core Values  
Statement Updates  
Revamp of program review process  
RSI updates and trainings for faculty

6. **PROPOSED POLICY AND PROCEDURE CHANGES** (information/discussion; action may be taken)

1. [BP2045 Proposed Revisions to Board Policy 2045, Smoke-Free and Vape-Free Institution](#), (First Reading)
2. [SS3003 Proposed Revisions to Student Services 3003, Smoke-Free and Vape-Free Institution](#), (First Reading)
3. [BP3012 Proposed Revisions to Board Policy 3012, Rules and Regulations on Student Behavior](#), (First Reading)
4. [SS3027 Proposed New Student Services Procedure 3027, Standards Of Student Conduct](#), (First Reading)
5. [SS3031 Proposed Revisions To Student Services Procedure 3031, Student Discipline Procedures](#), (First Reading)
6. [BP2002 Proposed Revisions To Board Policy 2002, Prohibition of Sexual Harassment Under Title IX](#), (First Reading)
7. [HR1040.07 Proposed Revisions to Human Resources Procedure 1040.07, Unlawful Discrimination and Unlawful Harassment](#), (First Reading)
8. [BP2005 Proposed NEW Board Policy 2005, Prohibition of Sexual Harassment and Responding to Sexual Harassment Under Title IX](#), (First Reading)
9. [HR1040.09 Proposed New Human Resources Procedure 1040.09, Prohibition of Sexual Harassment and Responding to Sexual Harassment Under Title IX](#), (First Reading)
10. [BP1000 Proposed NEW Board Policy 1000, The Contra Costa Community College District](#), (First Reading)
11. [BP1024 Proposed Revisions to Board Policy 1024, Meetings of the Governing Board](#), (First Reading)
12. [BP1028 Proposed Revisions to Board Policy 1028, Display of Flags](#), (First Reading)

Kelly Schelin noted that nine of these that are student conduct-related and likely Ac. Senates will want to review. Title IX – (Kelly S. will share visual). In many cases,

policies/procedures that initially included both Title 5 and Title IX details have been broken out into two separate Board Policies. BP 1000 is literally 3 sentences that says who we are and where our sites our. BP 1024 is an update to be in alignment with new remote meeting requirements. BP 1028 – currently we only follow the federal administration's requirements for flag displays (half-mast) and revisions remove the “only” and the “POTUS” references.

FSCC moved to wave first read on BP 1000 and BP 1024 will take the others to/through Senates. Unanimously approved.

7.	<p><b>4CD EQUIVALENCY PROCESSES AND DOCUMENTS AND 4CD ETHNIC STUDIES EQUIVALENCY PROCESS</b> (information/discussion; <b>action may be taken</b>)</p> <ol style="list-style-type: none"> <li>1. 4CD Equivalency Process             <ol style="list-style-type: none"> <li>a. <a href="#"><u>Master's</u></a> (2<sup>nd</sup> draft)</li> <li>b. <a href="#"><u>Non-Master's</u></a> (2<sup>nd</sup> draft)</li> </ol> </li> <li>2. Second Draft of 4CD Ethnic Studies Discipline Specific Equivalencies in:             <ol style="list-style-type: none"> <li>a. <a href="#"><u>African American Studies</u></a></li> <li>b. <a href="#"><u>Asian American Studies</u></a></li> <li>c. <a href="#"><u>Native American/American Indian Studies</u></a></li> <li>d. <a href="#"><u>Chicano Studies</u></a></li> </ol> </li> <li>3. Additional Resources:             <ol style="list-style-type: none"> <li>a. <a href="#"><u>19<sup>th</sup> Edition for Minimum Qualifications for Faculty and Administrators in California Community Colleges</u></a></li> <li>b. <a href="#"><u>4CD Uniform Employment Selection Guide</u></a></li> </ol> </li> </ol> <p>FSCC reviewed the 4CD Ethnic Studies Discipline Specific and requested clarification.</p>
8.	<p><b>FSA FORMS AND PROCESSES</b> (information/discussion; <b>action may be taken</b>)</p> <p>Topic skipped due to lack of time.</p>
9.	<p><b>(FTEF LOAD UNIT ALIGNMENT) APPORTIONMENT FORMULA</b> (information/discussion)</p> <p>Louie noted that LMC had run calculations on one schedule and aligned (rounded down) the extra hours and netted 6 FTEF.</p>
10.	<p><b>FUTURE FACILITIES BOND</b> (information/discussion; <b>action may be taken</b>)</p> <p>Freytag made a motion, Carver seconded the motion to offer FSCC support for a future facilities bond with the understanding that improved college facilities will benefit our students, employees, and communities. Unanimously approved.</p>
11.	<p><b>PROTOCOLS AROUND CLASSROOM SANITATION</b> (information/discussion)</p> <p>Topic skipped due to lack of time.</p>
12.	<p><b>ADJOURNMENT – NEXT MEETING JANUARY 13, 2026</b></p> <p>Meeting adjourned at 12:23pm.</p>

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Fa'25, Sp'26 Meeting Dates: 7/1, 8/5, 9/2, 9/30, 11/4, 12/9, 1/13, 2/10, 3/3, 4/7, 5/5, 6/2