

**ACADEMIC SENATE COUNCIL**  
**Applied Arts Building AA-216 2:15 p.m.**  
**Monday, January 22, 2007**

**Contra Costa College**  
**2600 Mission Bell Drive**  
**San Pablo, California 94806**

## **MINUTES**

**CALL TO ORDER:** The meeting was called to order at 2:15 p.m.

**Present:** Terence Elliott (Chair), Sally Brooks (LAVA), Fritz Pointer (CLASS), Sue Van Hattum (NSAS), Carol Stanton (NSAS), Dionne Perez (FSCC), Matika Moore (ASU)

**Absent:** Chris Tarp (VP-Student Services), Robert Chan (Instructional Technology), Rick Ramos (Career and Technical Training), Marjot Pannu (MCHS), Shondra West (Classified)

**INTRODUCTION OF GUESTS:** Vern Cromartie, Donna Floyd, Sandra Everhart

### **CONSENT ACTION ITEMS:**

**Agenda** of January 22 was approved.

**Minutes** of November 20, 2006 were approved.

### **NEW BUSINESS:**

**Compressed Calendar** Sandra Everhart (x4385) gave a presentation on the Compressed Calendar. She is Chair of the Compressed Calendar Task Force, which is composed of all four constituency groups (faculty, classified, management, and students). A compressed calendar could be based on a 16 semester schedule, blocked schedule (FS, MW, or TTH), or a tri-semester schedule. A feasibility study was done. The District website has the Task Force findings report which includes feedback from other community colleges. There is an online discussion board that one can access through the District website that will be ongoing until May 1<sup>st</sup>. There will be forums at each campus beginning in February preceding a district-wide forum that will include our three campuses and other community colleges. The constituency groups will report their recommendation to the DGC on whether or not to go forward with the compressed calendar. The Chancellor's Cabinet and Governing Board will then decide whether to go with the new schedule. If they decide for it, they will ask for a detailed project plan and timeline. If not, business as usual. There was concern that Math, Science, and most Voc Ed programs are already on a blocked schedule. Sandra would like the Senators to remind their Divisions to participate on the discussion boards and to review the Task Force report summary. 34% of the community colleges are going to compressed calendar schedules. The question is "Who is really benefiting from the compressed calendar schedule?"

**Impacted Course Repetition Policy** Students who continually register for a class and then withdraw, receiving a "W" grade, keep other students who need the class from registering. These students also are able to stay in the class because they are on the class roster. The faculty are not notified of the withdrawal and stay unaware of it until entering grades. If the student receives a passing grade, they ask that the "W" be replaced with the earned grade. No record is kept on the number of "W" a student receives. Donna Floyd made a presentation on creating a policy at CCC to include a "W" as a substandard grade and thus limiting the times that a student can enroll in "impacted" biological sciences courses. She also presented the LMC Impacted Course Repetition Policy they have for Biological Sciences. The policy states that if a student receives two or more "W", or a combination of "W" and a "D" or "F", grade in certain Biology courses, that student will be blocked from future enrollments in those classes. The CCC Biological Science department would like a similar policy in place. Terence feels this issue should be taken to the Council of Chairs and discussed at the department level first. Sally Brooks said that the Nursing department has such a policy in place. Terence said that add cards are being used in the same way. The students gets an add card signed but does not turn it in until they know they are receiving a passing grade. Faculty need to check their rosters.

**Enhancing Collegiality** This will be an on-going discussion topic led by Fritz Pointer. This discussion will include Academic Freedom, Classroom Management, and Assessment. Under Academic Freedom, part-time rehire rights were addressed when it comes to student evaluation of faculty. The evaluation plays a large part in the rehire of this faculty member. It was felt that this needs to be discussed at the department level, that the

students need an orientation on filling out the forms (which, incidentally, need to be updated) and the importance the answers play in the rehiring process. Under Classroom Management, CAG (Classroom Assessment Group) workshops were held in the past and were very much appreciated by most faculty. The Senate would like to see those workshops return. A journal of teaching tips for new faculty and part time faculty would be welcomed. Under Assessment, Fritz spoke of handout he received from the 2007 Accreditation Institute explaining what an SLO is. He will make available the handout at the next Senate meeting.

**Academic Senate Calendar for Spring 07** – Terence asked the Senate to add the following dates to their Spring calendars:

January 22	April 16
February 5	May 7
March 5	May 21
March 19	

**UNFINISHED BUSINESS:**

**Senate Positions and Responsibilities** By reviewing and revising the ASC bylaws, Terence feels that the position of Vice-President be redefined. The position must be one that is well attended, and can fill the president's position when and if needed. The current positions of Student Services Chair and Faculty Development Chair would return to a Standing Committee position. The Senate is still looking for a chairperson for Faculty Development.

**STANDING SENATE COMMITTEE REPORTS:** There were no reports given.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** There is a need for an Online Course policy. This will be an agenda item at the next ASC meeting.

**PRESENTATIONS FROM THE PUBLIC:** There were no presentations from the Public.

**NEXT MEETING:** The next meeting will be February 5, 2007.

**ADJOURNMENT:** The meeting was adjourned at 4 p.m.

**Respectfully submitted,  
Lynette Kral**