

**ACADEMIC SENATE COUNCIL**  
**Applied Arts Building AA-216 2:15 p.m.**  
**Monday, March 5, 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), Dionne Perez (FSCC)

**Absent:** Chris Tarp (VP-Student Services), Sue Van Hattum (NSAS), Robert Chan (Instructional Technology), Rick Ramos (Career and Technical Training), Marjot Pannu (MCHS), Matika Moore (ASU)

### **CONSENT ACTION ITEMS:**

**Agenda** of March 5 was approved.

**Minutes** of February 5 were approved.

### **UNFINISHED BUSINESS:**

**Key Goals and Strategies for Budget Development 2007-2008** The committee reviewed the document and made suggestions. See attached document.

**Compressed Calendar** – A decision needs to be made by May 1. The faculty need to come up with three scenarios to review to enable them to make the best possible decision. A panel is needed to examine the retention rates with compressed calendars. Space at the college needs to be utilized better. There is some concern that the breaks will not coincide with the K-12 school schedules and how it will affect the summer schedule for four-year schools. For more info go to [http://www.4cd.net/district\\_research/compressedcalendar](http://www.4cd.net/district_research/compressedcalendar).

**Senate Positions and Responsibilities** – The teams will meet and present their proposals at the next meeting.

### **STANDING SENATE COMMITTEE REPORTS:**

**President's Cabinet Program Review Final Recommendations** - There was some discussion about the program review process. Terence mentioned he would like to have a form to work with when reading the program reviews for final recommendations. It was agreed that a form would be helpful as people are elected and change on the Cabinet from year to year. Mariles suggested reinstating program review training sessions. It was agreed that Carol would talk to Donna and Tim about reinstating the training sessions. There was also some discussion about the lack of validation reports with the self-studies. It was decided President's Cabinet would still proceed on final recommendations regardless of validation reports; however, memos will be sent to the validation committees to remind them to complete the process.

**FSCC Compressed Calendar** was the main topic of discussion. Sandra Everhart (CCC), chair of Compressed Calendar presented Task Force Findings, which is the main determinant of whether the district will move forward on the compressed calendar based on a 16 week semester. Task Force Findings are based eight work group findings in the following areas: scheduling, financial, student learning and success, instructional programs, student services, instructional support, Local 1 Contract and United Faculty Contract. An Executive Summary was distributed and discussed which outlined findings. Again, as in the January 22 minutes, Sandra Everhart encouraged faculty and AS members to participate in discussion boards and ask the question of "Who is really benefiting in the compressed calendar schedule?" FSCC members discussed United Faculty input, affects of the 16 week semester on workload, how the 16 week compressed calendar has been success/unsuccessful in districts statewide and of course, the topic of why faculty have not responded recently. The FSCC intent is to encourage dialog amongst faculty prior to the May 1<sup>st</sup> deadline. Several suggestions were made: Panel of Compressed Calendars (success vs. failure), more email dialog, presentation of Compressed Calendar Fact Sheet etc.

**Career and Technical Training** The committee reviewed VATEA fund applications for next year. Many vocations will band together to buy equipment we can share including: Live scan machines for mandated fingerprinting of nursing, ADJUS, dentistry and health science students and a Skills manager software that allows vocational programs to record student competencies. Concentration of development of online elements for vocational courses that can be used as projects for contract ed. Development of career development workshops for students in vocational programs

**Curriculum and Instruction Committee** The CIC is considering adopting DVC's CMS (curriculum management system) Outlines could be reviewed by the public. Electronic copies would take the place of paper outlines. Students could view the outlines online. It would make articulation with the 4-year schools more convenient. The District would like the three campuses to use the same system. Jim asked the reps to take this issue to their departments for feedback as to whether we should use some sort of CMS or keep the process we have now.

**Content Review** – All courses will need to have gone through Content Review by Accreditation in 2008. Therefore, they must be done within the next three semesters, or they will be deleted from the catalog.

**New Graduation Requirements** The State is requiring that we adopt new graduation requirements in English and Math. Essentially this means that to graduate with an A.A. degree students will have to complete English 1A and Intermediate Algebra-Math 120 (with a prerequisite of Elementary Algebra Math 118). Jim asked those reps to get the word out at their division meetings that new courses need to be created by Fall '08 and Fall '09 to fulfill this requirement. Entering freshmen in 2009 will need to fulfill this requirement for graduation in 2011.

**SLO** – Wendy Williams gave a presentation on SLO. An SLO is a list of knowledge, skills, abilities, and attitudes derived from the course objectives which measures how the student learns these areas. This discussion also included the suggestion to attach the course level SLO statement to the Course Outline form to be included with the Content Reviews.

**Online AA/AS Degree** – PE requirement could be accomplished by offering PE Theory.

**SENATE ANNOUNCEMENTS and OPEN DISCUSSION:** There were no announcements from the Senate.

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

**NEXT MEETING:** The next meeting will be March 19.

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

**Respectfully submitted,  
Lynette Kral**