

**Shasta College
Academic Senate
Minutes
August 28, 2000
3:10 PM, Board Room**

Members Present:

Nick Rogers
Frank Nigro
Warren Lytle
Ron Marley
Laura Valvatne
Carolyn Borg
Sue Hess
Philip Roche
Dan Scollon
Sue Loring
Estella Cox
Cathie Anderson
Dave Bush
Lew Schmitt
John Cicero
Sandy Johnson
Jeff Cooper

Guests Present:

Scott Gordon
Ron Johnson
Lynn Giovannoni
Susan Anthis
Joan Adams

1. Call To Order: Introduction of officers, members, and guests
2. Approval of previous minutes: Minutes not available
3. Reports:
 - a. --Nick Rogers: Nick reported attending all Board meetings this summer, including one in

which the Board approved Financial Aid and Admissions and Records to be under the supervision of the Vice President of Administrative Services. Nick said that last December the Board approved a new administrative structure in which both of these areas were placed under the supervision of the new Vice President of Student Services as recommended by the Academic Senate. Nick asked the President of the college why the change to keep them under the Vice President of Administrative Services and was told that it was working well and he did not want to fix something that was not broken.

b. --Jeff Cooper: Datatel is the big news. Several implementation teams and a steering committee have been formed to be making decisions about how to implement the software. There will be three phases to the installation, in the following order: Human Resources, Financial Aid, and Student Services. The Board of Trustees authorized a \$60 fee for each student that rides the Shasta College buses, effective starting in Spring 2001. Local transportation is coordinating with RABA and TRAX to streamline and shorten routes. Those local services have added lines to facilitate student travel. The Board approved the transportation plan and targeted a phase-out of the current Gillig buses over the next five years. A copy of the transportation report is available at Ellen Peres's office. The plans for the LRC annex have been approved by the Board of Governors and are now at the Department of Finance. A fair guess at a timeframe is 3-4 years from now before the annex is started.

c. --Estella Cox: Estella reported attending a faculty leadership conference in Tahoe and encouraged us to attend a 10/13 meeting in Stockton.

4. Announcements

--The Academic Senate handbook will be available at the next meeting.

--Nick Rogers handed out a Tenure Committee worksheet listing new employees only.

5. Discussion Items

a. Curriculum Specialist

-- Lynn Giovannoni, who is chair of the Curriculum Committee, will probably be hired on a partial release time basis as a Curriculum Specialist . She will help adjunct faculty write their curriculum, putting on a how-to-write curriculum workshop, re-vamping the process under which curriculum is written, and trying to streamline the whole process. We are still awaiting the official job description.

b. By-law changes: Nick Rogers handed out a copy of the current by-laws. We have to approve representatives from the 2 new centers at a future meeting.

Cathie Anderson noted that last year a subcommittee of the Senate reviewed the bylaws and also the shared governance policy. Now the Senate needs to consider the recommendations of that subcommittee. She pointed out there's an apportionment method to determine how many

reps there should be at each Center. We will vote on the by-laws at the next meeting.

c. Strategic planning changes- Strategic Planning Committee

--Nick Rogers reported that the new Strategic Plan Committee will operate on a 3-year rolling, continuous basis, and have 7 faculty members, 7 administrators, and 2 classified staff, plus 1 student representative and one community member. The faculty members are already in place mostly, but Tom Masulis and Nick will appoint some additional members. The Budgeting Committee will be under this committee.

6. Action Items

a. Representation from new centers

--See item 4.b. above.

b. Appeal process for denial of AA degrees and Certificates

--Nick Rogers wants to vote next time on the appeals process.

c. Spring Registration

Nick Rogers reported on a discussion of Fall Registration in the spring with the President and Vice President (Cooper). We need Senate support for a spring registration for the fall, instead of an August registration. Nick would like the Senate to support this. Dave Bush reminded us that there was supposed to have been a committee to research this, pointing out we have not yet have an adequate discussion or research on this. Discussion ensued in which it was generally agreed that more study and research was necessary, but that the Senate was not yet ready to support registering fall students in the springtime. Several members suggested we open this up to faculty discussion via the faculty listserve, and Jeff Cooper offered to collect data from other community colleges via email. The Senate decided to ask these questions when researching the topic:

1) Do you do a prior spring registration for the fall?

2) What is the show rate?

3) Do you collect student fees during registration or when the semester begins?

4) For schools that haven't converted, why? What were the hang-ups? If they've recently changed, have they noticed an improvement?

d. Semester length changes

--Jeff Cooper has been discussing shortening the semester with Curriculum and NPG. A proposal is afoot to move to 2 16-week terms. It would give us 5-6 weeks of intercession in the winter, and 10 weeks in the summer. It would cause a radical change in when classes are scheduled. Classes would take place on MW, TTh, or FSat. Thus, a student could take classes in such a way that they only come two days a week. Final Exam week would disappear. Class scheduling would change radically. However, there would be no change in the amount of time

for each class. Some colleges have adopted 3 15-week terms. The 16-week model is the most popular. You could also compress one course into 8 weeks, so someone could take, say, English 1B and English 1C in one semester. All of the scenarios are based on two class meetings per week and on 3-unit classes. One major advantage would be we're much more compatible with catching high school calendars. Our early start this year hurt our Extended Ed classes because some high schools started 2 weeks after us. Our later start time will pick up more students. The 4 days of flex time are included. Jeff would like to start this next fall.

e. Summer School Schedule changes

--Not discussed due to time limitations

f. Class length proposals/scheduling proposals

--See above

6. Other

--Sandy Johnson suggested we direct faculty attention to Academic Senate documents via News to Muse

--Lew Schmitt raised questions about faculty load when doing internet classes. It's something we need to talk about as faculty. Nick wants to table this discussion till Treadway comes in to speak to us about this.

--Susan Anthis: Announced PBS series on online learning and education. She'll send out a flyer on this.

--Nick Rogers encouraged all to attend the Sept. 16, 50th anniversary celebration. He's also working with new administrators about whether they want their retreat rights. We will have to vote on approving these rights or not.

7. Adjournment

Next meeting: Sept. 11, 3:10 p.m.