



**Faculty Senate Scheduling Committee**  
**October 16, 2017**  
APPROVED MINUTES

**Present:** Beth McBrien, Rachel Westlake, Keith Mikolavich, Michelle Krup, Rick Gelinas, Claudia Ecklemann, Kim Schenk, Steven Ward, Yvonne Canada, Sayyed Khandani, Paul Pitner, Holly Kresch, Jason Mayfield  
**Absent:** Anna Levin, Shelly Pierson, Rene Sporer  
**Guests:** Rick Robison, Brian McGlynn, Andy Kivel

The meeting was called to order by McBrien at 2:30 p.m.

**1. Approval of October 16, 2017 Agenda**

It was MSC, with no objections, to approve the agenda as written.

**2. Approval of the August 31, 2017 Minutes**

The minutes of August 31, 2017 were approved with corrections.

**3. Public Comment**

None

**4. Council Comment**

None.

**5. Announcements**

None



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**6. FA 17 Enrollment Updates**

Reviewed updated enrollment numbers for Fall 2017. The Pleasant Hill and San Ramon campuses are listed separately. Pleasant Hill is down some. SRC has increased. International student enrollment is down but resident enrollment is up. Discussed some tactics SRC has been doing to increase enrollment – outreach to area high schools.

**7. Cybersession Planning**

Cybersession is 4 weeks. Starts December 11 (first day of finals), ends January 8. Reviewed list of courses submitted for consideration to offer in cybersession. Courses offered last year included and identified. Reviewed courses for CSU and UC requirements fulfillment. Committee members recommended courses their areas would like to offer. Some courses listed are 4 units and cannot be offered in a 4 week format. Discussed criteria – success rates, courses in varied disciplines, other indicators. Criteria information will be provided to discipline areas. Discussed indicators for suggested courses. Concern that courses that need pre-reqs will not be verified in time. Suggested total maximum load for cybersession – 2.0. Decision made on which courses to offer. Those selected are a total 1.8 load.

Div	Dept	Status	Disc	Number	Title	Units	Load	Comments
SRC	App Arts and Soc Sci	Approved	HIST	124	History of California	3 units	0.2	GE - Hum or Soc Sci CSU UC+ Grad
SRC	CIS and Business	Approved	BUS	109	Intro to Business	3 units	0.2	Restricted Elective for BUS ADT
SRC	<del>CIS and Business</del>	Not approved	<del>BUSAC</del>	<del>186</del>	<del>Financial Accounting</del>	<del>4 units</del>	<del>0.3</del>	<del>Is a prerequisite for BUS 187</del>
SRC	CIS and Business	Approved	CIS	116	MS Excel	2 units	0.2	Required for Certificate



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Soc Sci	Administraton of Justice	Approved	ADJUS	120	Intro to the Admin of Justice	3 units	0.2		GE - Soc Sci UC CSU
Soc Sci	Social Science	Approved	ANTHR	140	Biological Anthropology	3 units	0.2		GE - Sci CSU UC
Soc Sci	Social Science	Approved	ECON	220	Principles of Macroeconomics	3 units	0.2		GE - Soc Sci UC CSU
<del>Soc Sci</del>	<del>Social Science</del>	<del>Not approved</del>	<del>HIST</del>	<del>140</del>	<del>History of Western Civ to Renaissance</del>	<del>3 units</del>	<del>0.2</del>	<del>or</del>	<del>GE - Hum or Soc Sci</del>
<del>Soc Sci</del>	<del>Social Science</del>	<del>Not approved</del>	<del>HIST</del>	<del>141</del>	<del>History of Western Civ since Renaissance</del>	<del>3 units</del>	<del>0.2</del>	<del>-</del>	<del>GE - Hum or Soc Sci</del>
<del>MCS</del>	<del>Computer Science</del>	<del>Not approved</del>	<del>COMSC</del>	<del>200</del>	<del>Object-Oriented programming</del>	<del>4 units</del>	<del>0.4</del>	<del>-</del>	<del>Required for AS</del>
AFA	Music	Approved	MUS	110	Music Appreciation	3 units	0.2	or	GE - Arts CSU UC
<del>AFA</del>	<del>Music</del>	<del>Not approved</del>	<del>MUS</del>	<del>117</del>	<del>History of Rock and R&amp;B</del>	<del>3 units</del>	<del>0.2</del>	<del>-</del>	<del>GE - Arts CSU UC</del>
<del>AFA</del>	<del>Art</del>	<del>Not approved</del>	<del>ARTHS</del>	<del>193</del>	<del>History of Asian Art</del>	<del>3 units</del>	<del>0.2</del>	<del>or</del>	<del>GE - Arts CSU UC</del>
AFA	Art	Approved	ARTHS	195	History of Prehistoric and Ancient Art	3 units	0.2	or	GE - Arts CSU UC
<del>AFA</del>	<del>Art</del>	<del>Not approved</del>	<del>ARTHS</del>	<del>196</del>	<del>History of Medieval and Renaissance Art</del>	<del>3 units</del>	<del>0.2</del>	<del>or</del>	<del>GE - Arts CSU UC</del>
<del>AFA</del>	<del>Art</del>	<del>Not approved</del>	<del>ARTHS</del>	<del>197</del>	<del>History of Baroque to 20th Century Art</del>	<del>3 units</del>	<del>0.2</del>	<del>or</del>	<del>GE - Arts CSU UC</del>
<del>AFA</del>	<del>Art</del>	<del>Not approved</del>	<del>ARTHS</del>	<del>199</del>	<del>Contemporary Art History</del>	<del>3 units</del>	<del>0.2</del>	<del>-</del>	<del>GE - Arts CSU UC</del>
<del>BHS</del>	<del>Health Science</del>	<del>Not approved</del>	<del>HSCI</del>	<del>140</del>	<del>Human Sexuality</del>	<del>3 units</del>	<del>0.2</del>	<del>-</del>	<del>GE - Soc Sci CSU UC</del>
Couns	Counseling	Approved	CARER	110	Career and Life Planning	3 units	0.2		GE - CSU Area E, Transferable to UC

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**8. SP 18 Schedule Discussion**

Reviewed FTES, FTEF goals and fill rates. Do not have Counseling numbers yet. Reviewed which courses requested changes in their FTEF, FTEF targets. Some areas suggested adjustments to increase fill rates.

Talked about adjustments areas have made to increase fill rates. Some suggestions such as moving a spring course to summer or fall. Schedulers are new, may not be ready to make changes yet.

Discussed suggestions for adjustments areas could make based on their requests. Will get further information from some areas before making a decision.

Goal is to complete this by the following Wednesday to not hold up schedule.

**9. Class Cancellation Updates**

None.

**10. Adjournment** – McBrien adjourned the meeting at 4:30 p.m.