



ACADEMIC SENATE SCHEDULING COMMITTEE
September 30th, 2022
APPROVED MINUTES

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| Present | John Freytag, Nikki Moultrie, Arek Puzia, Anna Levin, Keith Mikolavich, Shuleen Martin, Shelly Pierson, Kris Koblik, Raine Dougan, Julie Walters, Marina Crouse, Azim Khan | Attachments: <ul style="list-style-type: none">• SP23 Justification Recommendation Spreadsheet 9-30-22 Post Meeting• SP23 Justification Recommendation Spreadsheet 9-29-22 Final with Votes• Scheduling Committee Recording Transcript 9-30-22 |
| Absent | Rick Gelinias (on sabbatical leave), Joe Gorga, Lisa Smiley-Ratchford, John Corbally | |
| Guests | Adam Perry, Beth McBrien, Ruth Miller, Martina Ebesugawa, Michael Chisar, Matt Zebley, Binita Sinha, Marcos Garcia, Diane Lawrence | |

1. APPROVAL OF AGENDA OF SEPTEMBER 30TH, 2022

It was MSC to approve the agenda of September 30th, 2022. All presented voted aye. No abstentions. No nays. Approved.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

3. PUBLIC COMMENT

None.

4. COUNCIL COMMENT

At a future meeting, Mikolavich would like there to be a discussion about the executive function of the college and what our course offerings are going to be. Included in that discussion should be determining adequate department sizes and equity in course offerings. He would like the following questions answered: who are we as a college? And how many offerings are acceptable for each modality? Mikolavich suggests having a retreat to build consensus because there seems to be a lot of frustration on the direction of the college.

Koblik mentioned that department chairs and schedulers put in a lot of work to write justifications. She'd like to see a clear process during times of growth *and* shrinkage. Discussions need to be had about what will be done when students come back and there needs to be a plan for growth.

Freytag noted that some department chairs and program leads opted not to submit justifications because they felt it would not be time well spent.

Levin mentioned that it may be worthwhile to review periods of past growth so that faculty don't start to feel hopeless.

Freytag will reach out to Susan Lamb and Joe Gorga about the possibility of putting a forum/retreat together.

Freytag said that Lamb and Gorga are encouraging more on-campus classes and those classes will have a lower enrollment threshold than other modalities.

McBrien would like to see a holistic review of past approaches during shrinking and growth periods.

Dougan suggested that we look at class offerings by General Education (GE) or IGETC requirements when adding classes to the schedule.

Moultrie mentioned that a student survey was administered on the different modalities. A conversation needs to be had about the vision, how to market terms to attract students, and adding students based on demand. She suggests that we use data from right-sizing the schedule to develop the vision and direction we now want to proceed. She recommends that we develop a plan for the 1,600 courses that we are offering, not focusing on the cut classes.

5. ANNOUNCEMENTS

None.

6. SCHEDULING SPRING '23

Freytag presented the [SP23 Justification Recommendation Spreadsheet \(9-29-22\)](#).

DENTL-110-1055

Moultrie and Gorga want to know who will instruct the course. It was instructed by an adjunct faculty last year. This is an introductory course that is an overview of dental assisting, hygiene, and dentistry. If sections are not decided on today, admin can have conversations at the department level and bring back to the Scheduling committee after 2nd drafts are done.

Scheduling committee agreed to leave DENTL-110-1055 as medium priority until additional feedback from the department is gathered.

ECE-125-9261

San Ramon Campus (SRC) only has four Early Childhood Education (ECE) courses offered. Without that course, can't offer the Associate Teachers Certificate. In spring 2022, there were 38 students at census for online courses. Most students are teachers and hold daytime jobs.

Scheduling committee and administration (Gorga and Moultrie) agreed to add ECE-125-9261 to the Spring 23 schedule.

KNACT-160A-2285

KNACT-160B-2286

KNACT-178A-2275

KNACT-178B-2276

Scheduling Committee had previously recommended waitlists for this pair of stacked courses. Pierson mentioned that these are single sections. Chisar mentioned that these courses are required in certain sequences. KNACT lost aquatics, and have not offered any soccer courses because of the pandemic. Moultrie said that golf, tennis, volleyball, basketball, soccer, and badminton are being offered in spring 2023 and wondered if they would compete against one another.

Scheduling committee and administration (Gorga and Moultrie) agreed to add the four KNACT courses to the spring 23 schedule.

MUSIC-117-1238

MUSIC-119-5180

Both sections will be waitlisted and added back if there is demand.

OCEAN-101-1578

There is one section offered in-person and the department wants to add one online synchronous course with an experienced full-time instructor.

Scheduling Committee and administration (Gorga and Moultrie) agreed to add OCEAN-101-1578 to the spring 23 schedule.

PHILO-120-1085

Miller doesn't want to cut from an already small department and wants to offer a variety of sections in a variety of modalities.

Scheduling Committee and administration (Gorga and Moultrie) agreed to add PHILO-120-1085 to the spring 23 schedule.

POLSC-120-1651

Scheduling Committee and administration (Gorga and Moultrie) agreed to waitlist POLSC-120-1651.

COMM-125

COMM-128

Scheduling Committee agreed to recommend a waitlist for COMM-125 (online asynchronous) and keep COMM-128 (in-person) as medium priority.

ART-152-3002

ART-153-3056

ART-253-3057

Scheduling Committee agreed to allow administration to make the final call on the three art courses.

HUMAN-105-1029

Scheduling Committee's recommendation is for Humanities to use the waitlist approach for one section (of their department's choosing).

7. Adjournment

There being no further business the meeting was adjourned at 10:47 a.m.