Title 5 Article 2 "10+1"

 "Academic and professional matters" means the following policy development and implementation matters:

(1) curriculum, including establishing prerequisites and placing courses within disciplines;

> Q: Course Time(s): meeting hours as delineated on the course outlines of record and how the hours related to units and load (ex. 3 units = 48 hours, however a .2 = 54 hrs). Why are they not the same.
> A: Minimum course time by law is 48 hrs for a 3 unit class or 3 hrs per week. We are on an 18 week semester so 3*18=54. The course outlines of record can reflect any amount between 48 and 54, however they should reflect current practice which is an 18 week semester or 54 hrs. *Dr. Zhou is addressing remaining issues*

> Q: Fall courses that were cut. Who made this decision? Perception was that there were decisions made without any consolation with the Department Chairs, which in turn will impact the students ability to complete their degree(s)
> *A: Admin will respond to this issue at the 8/17 AS meeting. Bryan will provide additional info and data on 9/7*

> Q: Course caps - a few remaining issues. (Note: the caps were vetted and approved by the AS in May - we have a process in place to modify).
> A: The course caps were worked on for almost two years and vetted through faculty, chairs and the CHC Academic Senate on several occasions. Approved Minutes from the 5/18/16 AS agenda reflect the following: Course Caps list: "This represents the baseline. Adjustments can be made through Curricunet. Thanks to all of the groups who worked on this. Baseline for Caps has now been established by faculty." Resolved

> Q: Dean's modifying/writing curriculum
> A: President Zhou will discuss with the VPs and Dean's *Resolved*

> Q: How are SLO's entered into Curricunet
> A: Curricunet now includes a field for entering the SLOs. *Entered during the 6 year revision cycle Resolved*

> Q: Courses within Discipline - need to be sure all CHC course are aligned to a state approved discipline as per the disciplines list for CCC's.
> A: *Resolved by Dr. Kim Salt, CHC curriculum Chair – Sept 7 agenda almost resolved*

- Internationalization of the curriculum (outcome of the International program research recommendations) *Sept 7 agenda*
- ESL courses (credit and noncredit) (outcome of the International program and non-credit research recommendations) *Sept 7 agenda*

(2) degree and certificate requirements;

> Q: Need clarification on AA-T & AS-T degrees and the impact on local decision making options
> A: SB 440 requires that if the college offers an AS or AA degree that has an established AS-T or AA-T approved degree it must also offer the AS-T or AA-T degree option. *Resolved*

- Lack of universal thinking (CTE - etc) (*ongoing*)
- Help needed from Admin (geologist teaching fire people) (need additional clarification on this) *Referred to Dr. Bryan Reece and President Zhou who will work with the discipline faculty on this issue.*
- Perkins $ (does the AS want to have a study session on perkins funding? *Future AS agenda item*
- Course substitution/waiver - need a form and a policy (some examples will be forwarded for AS to consider) - *Mariana will develop and forward a draft when ready*
- Clarification of catalog rights for graduation (catalog and policy unclear). *Mariana will forward revision recommendations when ready*

(3) grading policies;

- Auditing (where are we at?) - *Fall programming anticipate spring implementation*
- Consistency - *discipline specific conversation no need to agendize*
- + and - grades. Do we want to revisit this? *No interest to agendize*
- Abolishing the "D" grade. Do we want to revisit this? *No interest to agendize*
- Faculty ethics: Grading policies, and extra credit (do you want to charge chairs - with reviewing and forwarding a recommendation?) *No interest to agendize*

(4) Educational program development;

> Q: Need universal/comprehensive focus (not just $$$ makers) - and Need to Minimize negative impacts on small programs (need clarification - what is the request and from/to whom?)
> A: *Donna Hoffman will provide an update on marketing plan/strategy.*
- Non-credit *(research pending - report due end of month)*
- International *(research pending - report due end of month)*
- MCHS *(research pending - report due end of month)*
- ESL *(research pending - report due end of month - should be part of the international as well as the non-credit research findings)*
- Strong Workforce (CTE) - *will keep the AS updated.*

(5) standards or policies regarding student preparation and success;

- Success - need to revisit the definition (state and local) – Statewide position on success (homogenized?) *Board wants this as well, will be added to a future agenda*
- EPI – *Robert will continue to update us on the status*
- CAI – *included on the Aug 17th agenda*

- Academic Renewal (District-level as opposed to college specific) - Do we want to revisit the AP & BP on Academic Renewal? *Mariana will conduct an initial review – and will forward a recommendation when ready*

BP4240 Academic Renewal	AP4240 Academic Renewal

(6) district and college governance structures, as related to faculty roles;

Q: Non-Instructional Workload and impact on instruction, Listen to the faculty, Use of part time for non-academic, Full time admin responsibility and control (program head compensation (release) and control).
A: Have created a task force on Academic and Professional Responsibilities. The task forces members will explore these related issues and possible solutions. Is anyone interested in participating?

Q: Hiring process - who controls position and job description.
A: Minimum qualifications are defined by the State Wide Academic Senate – HR has been asked to provide clarification on recommended quals.

Q: Web design & maintenance. Design, function & control (Time compensation?)
A: Has been added to the list of future agenda items. And also will have the task force on Academic and Professional Responsibilities explore this issue and possible solutions

- District computer policies (guideline for use). Need to review AP/BP on this. (on the Sept DA agenda)

BP3720 Computer and Network Use	AP3720 Computer and Network Use - 5/12/16

(7) faculty roles and involvement in accreditation processes, including self-study and annual reports;

Q: Update postings to state that the college accreditation status has been reaffirmed - and we are no longer on warning.
A: President Zhou has addressed this issue. Resolved

Q: Provide compensation for faculty to participate/lead the accreditation process (faculty ALO) (writing/revising/reporting)
A: Committee needs to discuss – if we have a faculty ALO then there would need to be release or compensation and a job description for the position would need to be developed. IEAO committee needs to discuss this.

(8) policies for faculty professional development activities;

Q: Finalize selection of PD coordinator

A: Resolved – Colleen Maloney Hinds in the new CHC PD coordinator (the following comments have been forwarded to her for consideration and response) – will ask her to forward her 16-17 plan for Academic PD to the AS when complete.

- o Flex form - should be dynamic (fill out in real-time/submit when complete) not static
- o Need funding for PD - establish a sustainable structure
- o Clarify/update Flex activity list (would like to include peer observations for the purpose of sharing of best practices as a recognized and allowed flex activity)
- o $$$$ for training/events
- o Exchange ideas days

(9) processes for program review;

AS President has forwarded these comments to the PPR committee co-chair – to review and provide a response back to the AS.

- Facility control & planning. Time compensation, resource control and allocation
- Increase transparency especially with regards to budget priorities
- Review/revise the prioritization process
- Encourage consistency within Units
- PPR and compensation for faculty lead to develop the 4 year plan
- Clarify Purpose of PPR & annual plans -
- Establish effective process for prioritization of objectives and resource requests.
- PPR Review process - program head report. Dean/division meeting, who controls?
- Exchange idea time (PD)

(10) processes for institutional planning and budget development; and

Q: Needs to be more dynamic (need to clarify this), Needs more faculty input, Open and transparent - no summer magic. DO Budget and resource requests need to be open and transparent
A: have added faculty reps to both the campus and district budget committees.

Q: Would like input on how the 1 time monies will be spent.
A: Resolved - President Zhou provided an update to the AS on this. The District Budget committee will receive additional information on District Budget items/amounts in Sept.

(11) other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

- Under what discipline do honors & STEM fall? How are minimum quals defined for these position? And other faculty release positions? (Resolved)
- We need a process for release time, release time requests, job descriptions (ongoing)
- Open educational resources (agendized)
- Open list of things to talk about

OTHER

- Get some 10+1 cards, laminate and distribute
- Union + Academic Senate (mutual support)
- All gender (focus and restrooms - more inclusive)

(d) "Consult collegially" means that the district governing board shall develop policies on academic and professional matters though either or both of the following methods, according to its own discretion:

(1) relying primarily upon the advice and judgment of the academic senate; or (2) agreeing that the district governing board, or such representatives as it may designate, and the representatives of the of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.