Chabot-Las Positas Community College District
Office of Educational Services & Student Success

Meeting Notes
Alternative Academic Calendar Committee (AACC)
Thursday, April 13, 2023
2:00 P.M. - 3:30 P.M.
Zoom: https://us06web.zoom.us/j/85246758275

Committee Members in Attendance:

(Chabot College) Jason Ames, Jamal Cooks, Paulette Lino, Patricia Shannon, Rob Yest, Noell Adams, Theresa Pedrosa

(Las Positas College) Nan Ho, Joel Gagnon, Dana Nakase, Michael Petersen, David Rodriguez, Lara Weidemeyer

(District Office) Theresa Fleischer Rowland, Liem Huynh, Estella Sanchez

Committee Members Not in Attendance: Kisha Turner

Others in Attendance:

Consultant John Mullen, Miguel Colon, Virginia Criswell, Dave Fouquet, Ron Gerhard, Heather Hernandez, Kristen Whittaker, Rachel Ugale, Daysi Valle

Agenda

1. Welcome, Intro of Chancellor Gerhard
2. Remarks on the Phase AACC Work
3. Membership, Meeting Notes
4. Updating Talking Points and Study Group Docs
5. Development of General FAQ Document for AACC Website and Update on Partial Sample Schedule
6. Attendance Accounting
7. Adjourn to Study Groups
8. Study Group Sharing, Closing with Comments and Questions

1. Welcome, Intro of Chancellor Gerhard – Theresa

Discussion

Theresa opened the meeting with an overview of the meeting agenda. Next, she introduced Chancellor Gerhard to make some remarks on the phased AACC work.

Conclusion

The meeting then moved to Agenda Item 2.

Action items

No Action.

2. Remarks on the Phased AACC Work – Ron Gerhard

<u>Discussion</u>

Chancellor Gerhard spoke about the development, function, purview, and scope of the AACC and indicated that the AACC is a contractual, not a participatory governance, committee. Next, he explained that the process of studying a compressed calendar is a multi-year, phased approach. The first phase is to set the groundwork and hold discussions to recommend if the work should continue beyond May. Chancellor Gerhard then stated that the work of the AACC is critical to explore the pros and cons of a compressed calendar by weighing the benefits and challenges as it would present to students, programs, and departments.

<u>Conclusion</u>

Chancellor Gerhard added two Classified Senate appointments to AACC based on district Administrative Procedure 2510 Participation in District and College Governance. He welcomes the added consultation with the CC and LPC Classified Senates. Appreciation was expressed to Chancellor Gerhard for the new direction taken to be more inclusive. It was remarked that this aligns with practice of inclusion at the colleges and that other districts undergoing a similar study have included robust participation from classified senates. Theresa then thanked Chancellor Gerhard. The meeting then moved to Agenda Item 3.

<u>Action items</u>

Theresa to touch base with both campus Classified Senate Presidents on the appointments and once determined, she and Jason Ames as Co-Chairs will meet with the new members to provide an orientation.

3. Membership, Meeting Notes – Theresa (following Chancellor remarks)

<u>Discussion</u>

Theresa reminded the committee that all AACC meetings are open and attendees continue to join and participate. The new members will be integrated in the best way possible. Next, she mentioned meeting notes are posted on the AACC webpage and should there be any edits or comments to please inform Estella, Jason or herself.

<u>Conclusion</u>

Meeting moved to Agenda Item 4.

<u>Action items</u>

No Action.

4. Updating Talking Points and Study Group Docs – Jason

Discussion

Jason shared updates to the talking points posted as Progress Summary on the AACC website. .
The update includes a statement on the AACC as a phased multi-year study and a statement
that if CLPCCD proceeds with filing an application to the CCCCO for an alternative academic
calendar, the District will allow for at least 18 to 24 Months to implement.

Conclusion

Committee members provided additional recommendations for the the Progress Summary.
Jason mentioned the Summary serves as a resource for sharing out. For example, the Summary
has been shared out at Chancellors Council, FA meetings, and can be shared with other areas.
He encouraged the Committee to share the progress summary with others. The meeting moved
to Agenda Item 5.

Action items

Jason to take recommended edits to the Progress Summary and send to the Committee for any

additional suggestions.

5. Development of General FAQ Document for AACC Website and Update on Partial Sample Schedule – John

Discussion

John shared the Frequently Asked Questions (FAQs) located on the AACC website. He
invited the Committee to look at the FAQs and provide any comments, suggestions, or
concerns. John spoke briefly about the development of a partial schedule and acknowledged
support provided by the IT department with thanks.

Conclusion

Meeting moved to Agenda Item 6.

Action items

John will begin working with the schedulers at both colleges to develop a partial schedule with
a few sections.

6. Attendance Accounting Teaser - John

Discussion

John spoke briefly about attendance accounting and explained how it is based on an old system
that was developed many years ago when community colleges broke off from the K12 systems
and the average daily attendance became full time equivalent student accounting. He indicated
in order to understand what is required for a compressed calendar, one needs to understand the
attendance accounting system and how it works.

<u>Conclusion</u>

John asked Jason to establish a date and time for an attendance accounting session for those who are interested in attending. Several members of the Committee indicated interest in attending the attendance accounting session. Meeting moved to Agenda Item 7.

<u>Action items</u>
John to hold a special session on the basics of attendance accounting.

7. Adjourn to Study Groups

<u>Discussion</u>

The Committee adjourned to their study groups.

<u>Conclusion</u>

Meeting moved to Agenda Item 8.

<u>Action items</u>
No Action.

8. Study Group Sharing, Closing with Comments and Questions - Jason

<u>Discussion</u>

Instructional Programs and Support, Operational Scheduling Including Facilities mentioned they shrunk their list of 11 different majors to a smaller list that was finalized to represent CTE, a mechanical engineering major with 17 units such as chemistry, cs, math, and engineering and to give thought about what the impact might be on a student's day and their entire week. A committee member of the group expressed the need to have representation from schedulers to be a part of the group.

Enrollment Management, Fiscal Implications, Calendaring shared discussions that took place within their study group. It was mentioned that the study group had not yet found any tools to model and literature available to think about the fiscal implications financially. Request was made to forward any tools or published literature that may provide useful insights.

Student Outcomes, Learning, and Success shared discussion within their study group on material related to student success, focusing on disaggregation into separate groups and the search for additional information. Also discussed were students who take labs and what their day looks like, and what other colleges may have done on a compressed calendar for lab space. Theresa mentioned that Vice Chancellor Owen Letcher could be a resource to the study group.

<u>Conclusion</u>

Meeting adjourned.

<u>Action items</u>
No Action.