

Chabot-Las Positas Community College District

Office of Educational Services & Student Success

Meeting Notes

Alternative Academic Calendar Committee (AACC)

Thursday, September 14, 2023

11:30 A.M. - 12:45 P.M.

Zoom: <https://us06web.zoom.us/j/86402029530>

Committee Members in Attendance:

(Chabot College) Jason Ames, Paulette Lino, Patricia Shannon, Rob Yest, Megan Parker, Theresa Pedrosa

(Las Positas College) Nan Ho, Joel Gagnon, Scott Miner (just appointed), Dana Nakase, Craig Kutil, Jason Maxwell, David Rodriguez

(District Office) Theresa Fleischer Rowland, John Mullen (Consultant), Estella Sanchez

Committee Members Not in Attendance: Noell Adams, Liem Huynh

Others in Attendance:

Wyman Fong, Bruce Griffin, Heather Hernandez, Andrea Migliaccio, Anette Raichbart, Brian Goo, Tamica Ward, Kristen Whittaker, Ashley Young, Rachel Ugale, Cynthia Gordon da Cruz

Agenda

1. Welcome, Review of What We Heard Last Meeting
2. Constituency Report-Outs
3. Run-through Informational PowerPoint Presentation for AACC members use to describe the process
4. Discussion on Planning Forums, Methodology for Gathering Feedback, and Developing a District-wide Online Survey
5. Closing with Next Steps

1. Welcome, Review of What We Heard Last Meeting – Theresa and Jason

Discussion

Theresa provided a welcomed and led a meeting agenda review, reminding everyone the AACC is a contractual committee with appointments made through the Chancellor and the Faculty Association. Jason and Theresa highlighted membership replacements of the AACC: new for LPC faculty: Scott Miner (welcome) and expected to join next meeting: Interim VP Safiyyah Forbes. Theresa reviewed the Discussion Draft Sequence of AACC Events – Fall Semester 2023 and indicated that the document will continue to be modified as we go on.

[Refer to Sequence of AACC Events – Fall Semester 2023.](#)

Conclusion

Jason indicated the meeting notes were revised and posted on the web page. [Refer to REVISED – August 24, 2023 meeting notes.](#) He stated the AACC does not go through note approval and that edits along with contributions are welcome. Next, Jason briefly discussed

the new approach to meetings and as a Committee will no longer be working in work groups, instead as a whole Committee. The meeting then moved to Agenda Item 2.

Action items

No Action.

2. Constituency Report Outs – Committee

Discussion

Theresa invited the Committee to share information from constituency groups, their departments, or campuses.

Members summarized they have reported to the following: Chabot College Academic Senate, Las Positas Academic Senate, Las Positas College Classified Senate, and Chabot College Student Senate.

Questions that were brought up when reporting to the different groups were:

1. Would moving to a compressed calendar be discussed at future town hall meetings?
2. Would it be possible to have a flex day session on the work that is being done?
3. Why are there fewer in-person classes?

Theresa shared the importance of pro-actively reaching out to groups whose charge is student success. She reshared the shared document to gather suggestions on which groups these are – suggested by AACC members and senior administrators. She urged the Committee to contribute to the document.

Conclusion

Theresa and Jason discussed with the Committee the need for more proactive engagement. John indicated the need for forums would serve as a transactional tool allowing for feedback while receiving information and clarified that the forums are not meant to be the end of the research or study, but rather a part of the process that will inform the Committee. The meeting moved to Agenda Item 3.

Action items

No Action.

3. Run-through Informational PowerPoint Presentation for AACC Members Use to Describe the Process – John

Discussion

John shared a PowerPoint presentation that explained the process of the AACC and its objectives. He mentioned that the PowerPoint is shareable and can be downloaded from the AACC webpage. [Refer to AACC General Presentation](#). John informed the Committee to talk with others about the AACC and steps that are being taken to move towards a compressed calendar.

Conclusion

The Committee provided feedback and proposed suggestions to improve the PowerPoint presentation. John accepted the suggestions made and will modify the presentation for improved effectiveness. Theresa confirmed the model calendar is based on the 2026-27 based on the committee work in the last meeting. The meeting moved to Agenda Item 4.

Action items

John will update the presentation with suggestions and feedback provided by the Committee.

4. Discussion on Planning Forums, Methodology for Gathering Feedback, and Developing a District-wide Online Survey – Committee

Discussion

Jason led a discussion with the Committee about the forums and shared a link in the chat to gather the Committee's feedback and ideas about what would work best for the forums. He mentioned having 2 in-person forums, one at each College and 2 via Zoom, with recordings to be made available. that the discussion was about four total forums to take place either in late September, 2 in October, and 1 in early November or four forums within a two-week period in October.

The committee discussed the purpose of the forums and the part those events played in the entire process. John proposed a plan to conduct forums, administer a district-wide survey, and then to form a recommendation. The Committee expressed their concern about the timeline and emphasized the need to align feedback from the forums by using a Google form, which would allow stakeholders to contribute their thoughts and questions towards the development of additional information for the survey.

Conclusion

Jason summarized the discussion: hold two online forums that will take place during the daytime and evening with a FAQ handout sheet at all meetings, progress summaries, and live questions from attendees. He mentioned question cards will also be available for those who wish to ask anonymously and collected online. Next, Jason acknowledged all suggestions from the Committee and made notes. He sought members and volunteers from the Committee to assist in planning the forum details, designing and timing for the survey, designing of the question cards and distribution, as well as the collection of the comments. The meeting moved to Agenda Item 5.

Action items

1. Jason to submit a request for flex day time.
2. Jason to follow up with a plan reflecting feedback on the compressed calendar forums.

5. Closing with Next Steps – Theresa

Discussion

Theresa expressed thanks to the Committee. Next, she outlined the next steps.

1. Improve the slide deck, which will be posted for everyone's use.
2. Develop a 2026-27 model calendar with Summer leading the calendar.
3. Review the shared document on groups to reach out proactively

Conclusion

Meeting concluded.

Action items

No Action.