Noncredit Issues, Subcommittee of Academic Policies Minutes
October 17, 2006, 3:30 p.m. John Adams, 202

Present: Jane Sneed (Chair), Denise Quinn, Wood Massi, Robert Schuricht, Diane Frederick, May Fong, Maral Good, Jeannie Spingola-Connolly

I. Condensed calendar of instruction
   A. NC workload and compressed calendar are separate issues, but linked.
   B. The ESL Department is piloting a compressed calendar at Mission. Discussion ensued about a lack of shared governance and time for discussion of the issue.
   C. In a compressed calendar, FT noncredit instructor teaches fewer hours/semester but more hours/week.
   D. Academic consequences: the length of time for students to learn skills may be addressed by longer interim and longer summer classes.
   E. Concerns: many new courses would go have to go through curriculum committee.
   F. Funding is the primary reason for these changes.
   G. The Noncredit committee expressed that the compressed calendar creates too long of a work-week for full time faculty.

   RESOLUTION 10.12.06.01 Compressed Calendar and Work Load Reduction

   Be It Resolved that the NCI Committee once again urge CCSF to grant a work load reduction to fulltime noncredit faculty who teach a compressed calendar;

   Be It Also Resolved that any compressed calendar for noncredit students be accompanied by a longer summer sessions and an interim winter session;

   Be It Further Resolved that current hours/week for FT faculty be reduced;

   Be It Finally Resolved that as PT faculty are paid by load, PT faculty will be paid the same as now.

   Moved: R. Wood Massi; seconded: Denise Quinn; resolution carried unanimously.

II. Department Chairs whose programs are participating in the ABE321 WIA Grant have requested, through the CCSF ESRU process, that the District fund Coordinator hours for those Resource Instructor positions that have been funded under the grant.
III. Improved State funding: Noncredit funding has been improved with the passage and signing of AB361, but there are proposed changes to Title 5 that may affect noncredit programs. Also, funding for older adults does not get increased funding unless the courses are tied to restricted areas of basic skills, vocational training, and transfer to credit.

IV. Noncredit student survey data: tabled to next meeting by Pam Mery.

V. Basic Skills Recommendations include Professional Development and incentives for professional participation.

VI. CCSF Campus Change Network: Diversity Policy Statement is approved; Dean of Diversity is proposed; the structure for student services is under construction.

VII. AACRAO Visiting Team has distributed its report and made recommendations, including creating units that would serve both credit and noncredit students: a single administrative unit Enrollment Services, and a separate unit for Registration & Records.

VIII. Records at JAD are being kept rather than discarded during the retrofit of John Adams. They will be stored in a safe location because of Jeannie’s urging; the records are important for students who may need them in the future.

IX. State level report on noncredit will be forwarded by Wood.

X. Next Meeting: Thursday, December 14, 2006, 3:00 p.m.