

Marci Lapriore submitted this proposal via email on 1/24/24 and now submits this amended formal proposal on 2/8/24 to be shared at Academic Senate.

This is a proposal to form a sub-committee of the Academic Senate for scheduling. This sub-committee would be made up of faculty reps from each department, an LMC faculty member serving on the UF executive board, at least one faculty rep from Brentwood, the Academic Senate President, and the Academic Senate Vice-President. This subcommittee make recommendations to and collaborate with the Office of Instruction.

This subcommittee would use their time and resources to establish our scheduling processes, including our procedures for class cancellations, modality balancing, and stacking classes so students can plan their schedules accordingly.

On the contract level, PT advocates have expressed an interest in seeking compensation for prepping for classes that are cancelled within two weeks of the first day of class, and while this can't always be avoided, if we had more of a consensus and voices on our processes, this might be less of an issue.

Below is DVC's Charge and Membership Document for their Scheduling Committee:
DVC ACADEMIC SENATE SCHEDULING COMMITTEE

CHARGE/FUNCTION:

- Collegially work with management on the development of Fall, Spring, and Summer classes.
- Make recommendations to management about the schedule of classes.
- Make recommendations for class cuts and for growth of classes.
- Ensure the values/priorities of the college are reflected in the schedule of classes.

DUTIES: Communication in conjunction with management to department chairs/area coordinators and deans concerning the schedule process, criteria and instructions for cutting, growing or changing class offerings.

MEMBERSHIP:

Expertise based, global perspective and cooperative orientation will be the basis for member selection. Members appointed by the Academic Senate President and approved by the Academic Senate Council

- 1 Faculty from each division (11 total)
- 1 DVC faculty serving on the UF executive board
- 1 Academic Senate President
- 1 Academic Senate Vice-President

VOTING: All committee members may vote.

REPORTING STATUS: Academic Senate Council

APPOINTMENT DATES AND TERMS OF OFFICE: 3 year terms – may be reappointed
Approved 5/8/12