

Council of Chairs & Coordinators

Minutes of the Meeting – Monday, December 10, 2012

MEETING ATTENDANCE:

X	Joel Castellaw , Chair		Danny Martinez (Cross Cult)	X	Jenny Vanden Eynden (Math)
X	Tina Young (AOJ)		James Foran (Culinary Arts)	X	Susan Working (Math)
X	Barbara Loveless (American Collegiate Eng)		Joe Orate (Culinary Arts)	X	Evan Wirig (Media Commun)
X	Jamie Gould (ASL)	X	David Mullen (Dance)		Fred Benedetti (Music)
	Ross Cohen (Astronomy, Physical Sci, Physics)		Nemie Capacia (Dev Math)		Derek Cannon (Music)
X	Israel Cardona (Behav. Sci)	X	Paul Turounet (Digital Arts)	X	Lisa Maloy (Nursing)
	Shina Alagia (Bio Sci)		Jane Nolan (DSPS)		Christi Vicino (Occp. Therp Asst, Speech Lang Path Asst)
X	Craig Milgrim (Bio Sci)		Carl Fielden (DSPS)		Chris Rice (Orthopedic Technology)
X	Brian Keliher (Bus Admin)	X	Judd Curran (Earth Sci)		Tom Byrne (Orthopedic Technology)
X	Linda Snider (BOT)	X	Oralee Holder (English)	X	Zoe Close (Philosophy, Religion)
X	Liz Barrow (CVT)		Chuck Passentino (ESL)		Brian Jennings (Polit Econ)
X	Jeff Lehman (Chemistry)	X	Michael Perez (EOPS)	X	Peggy Wells (Resp Therp)
	Judy George (Chemistry)	X	Laura Sim (Ex Sci/Well)		Angela Feres (SLO)
X	Claudia Flores (CHD Dev, Fam Studies, ED)	X	Jim Symington (Ex Sci Well)		Byron Marshall(Telemetry/EKG)
X	Angie Gish (CHD Dev Center)	X	Beth Kelley(Ex Sci / Well)	X	Beth Duggan (Theater Arts)
X	Joel Castellaw (Comm)	X	Robert Henry (History)		(Trans Center Direc/Coord)
X	Janet Gelb (CSIS)	X	Priscilla Rogers (Int Bus, Mrkt, Man)		Paul Turounet (Visual Art & Humanities)
	Kristi Kluka (Counseling)	x	Nadra Farina-Hess (Library)	X	Yolanda Guerrero (World Lang)

X = present at meeting

GUESTS:

- Sheridan DeWolf, Interim Dean Career Tech Ed/Workforce Development
- Michael Golden, Faculty Biology Department, AFT Vice President
- Michael Reese, Dean Math, Earth Science, Exercise Science and Wellness
- Denise Schulmeyer, Professional Development Coordinator
- Sue Gonda, Academic Senate President
- Kathleen Winston, Dean of Nursing and Allied Health, Mt San Jacinto College

RECORDER: Rochelle Weiser

CALL TO ORDER (11:00)

I. Chair's Report—Joel

Joel presented the agenda for the day and the minutes from the October meeting. No changes or corrections were made to the minutes.

Joel noted snacks were available in the back of the room, complements of Barbara Loveless and her students.

Joel reported on the following items:

- **Grading Deadline:** Grades are due December 19th; this is the normal timeline when grades are due, but because of the computers being taken offline the following day, this date is firm. If support is needed grades must be in by 5:00pm on the 19th, if not the system is available until 10:00pm on the 19th. Please pass the information along to faculty members.
- **Enrollment Strategies:** It was agreed in Enrollment Strategies that any additional LED would go back to the Divisions for allocation. Discussions were still underway regarding

how to plan for any additional LED for 2013/2014; whether or not strategic planning for programs will need to happen.

- **Facilities Master Plan Phase II:** The first meeting for the Phase II plan was held. This meeting was a brainstorming session and outlined the project. Joel was encouraged by the Architects interest in the input from the departments affected.
- **Progress on Training Workshops:** An Evaluations Workshop would take place during Spring Flex Week. The AFT Contract portion was scheduled for Tuesday afternoon and planning was underway for the “Best Practices” portion. A workshop for new Chairs and Coordinators would take place the first part of the Spring Semester, Joel will follow-up with details.
- Barb introduced her guest, Kathleen Winston, Dean of nursing and allied health. Mt San Jacinto College, her mentee from the ACCCA mentor program.
- Angie Gish introduced Cynthia Dionne, the new Child Development Center Coordinator.
- Joel thanked Rochelle for her service to the Council of Chairs and Coordinators and announced she would now be working as administrative support for the Professional Development Office.

II. Discussion items:

- **Professional Development news-Denise Schulmeyer**
Denise announced that funds are still available for discipline specific speakers or travel to discipline specific conferences. She encouraged faculty to share the information and that funds were available to both full time and part-time faculty. The amount available is \$500.00 dollars, approval comes from the Professional Development Committee, and the process takes approximately 4 weeks. The information can be found on the Professional Development website; <http://www.grossmont.edu/staffdevelop/funding.asp>.
- **Course Repeatability-Jeff Waller**
Jeff reviewed the section on the Curriculum website on repeatability; <http://www.grossmont.edu/Curriculum/Repeatability.asp>. The website includes a quick reference guide on when and what students may repeat; the Title V language regarding repeatability. Jeff stressed that repeatability will no longer be allowed and GC must address it. Jeff will contact departments that need to make changes and will help evaluate where in the process departments are. Legislation points to Fall 2013 as a deadline to have changes complete. It was noted that IS has been working with Student Services over the last year on how to address the issue from the programming side for Web Advisor.
- **AAT/AST Goals-Barbara Blanchard**
Barb shared two communications from the State Chancellor’s Office regarding transfer degrees. The first gave the background on the legislation; create a transfer pathway and course articulation process to better serve students and outlined goals for AA-T and AS-T degrees; that all community colleges have 80% of approved majors available by Fall 2013 and have 100% of approved majors available by 2014. Barb explained her office is required to report to the State Chancellor’s Office GC’s progress by January 31, 2013 and that the second memo outlined the reporting process. Barb then shared her draft of the AA-T and AS-T Certification Form Goal Worksheet. The document outlined the 22 approved transfer degrees, the number that GC offers that are aligned, the number GC has in the approval process, and the number planned to come forward for approval. Barb stressed that GC would like to move as many forward in the curriculum process as possible to meet the goals. Barb noted that for the areas in which there is an approved transfer degree that the local CSU or CU accepts, students with those transfer degrees (local or not) will be ahead of students with local articulation agreements. It was noted that CSUs will begin to see financial sanctions if they do not accept the transfer degrees. In closing Joel reminded faculty that the transfer degrees were the State Chancellor’s Office’s response to having legislators create the degrees.
- **Developing AAT and AST Degrees-Janice Johnson**
To follow-up on Barb’s presentation, Janice noted she would send out a link for the transfer degrees currently being accepted by CSUs and UC schools. Janice shared the listed of approved transfer degrees. She noted that the degrees included lower division

transfer patterns and that the Community Colleges are heavily involved in writing the transfer degrees. Along with the transfer degrees a Course Identification Numbering System (C-ID) was being implemented; courses will have the same identification number statewide, making transfers easier for students. No AA-T or AS-T degrees will be accepted unless the C-ID for courses is done as well. The following items were discussed:

- Hope is that all CSU's will participate in C-ID articulation and the goal is that they would no longer be able to "kick back" courses.
- Janice to e-mail link to look up C-ID course information
- First priority will be given to students with AA-T or AS-T degrees
- Second priority will be given to students with local agreements
- Once accepted a student cannot change their major; the CSUs and UCs expect an incoming junior year transfer student to be prepared and prepped for major.
- The acceptance of the transfer degrees by the CSUs and UCs is being pushed by their Office of the President.
- Janice to forward approved degrees to departments as they become available
- Course Outlines older than 2007 must be updated
- Resources for updating outlines are available on the Curriculum website: <http://www.grossmont.edu/Curriculum/CourseOutlineofRecord.asp>
- Janice has resources available for departments wanting to create a transfer degree

In closing Barb noted Janice has agreed to be a resource for transfer degrees for the Spring Semester.

- **Summer 2013 Update-Barb Blanchard**

Barb reported line sheets for Summer 2013 were available today. It was discussed that sheets only went out to departments that had a Summer 2012 session; Marsha would need to send line sheets out based on the 2011 Summer schedule and dates would need to be adjusted. The following items were discussed:

- Summer session would be 6 weeks; it was felt due to staffing Student Services would be unable to handle multiple start dates.
- Exceptions to the 6 week schedule would need to be approved by Division Dean, and then forwarded to Barb's office.
- LED allocations have not been finalized, but advised to work from last year's allocation
- Sunny would like the summer schedule to be a similar offering to Summer 2011
- Plan for a 13/14 allocation similar to 12/13 and build Summer from the 13/14 allocation.
- More information on LED allocation should be available in January.

- **Prop 30 adds to Spring Schedule Discussion-All**

Unable to cover this item, will return on a future agenda.

Closing Moments:

Joel encouraged faculty to enjoy the last week before finals. It was noted that the New Coordinator training was very helpful.

The CCC meeting adjourned at 12:20pm.

Next meeting: February 11 2013 11:00am-12:20pm Room TBA