

COUNCIL OF CHAIRS & COORDINATORS MEETING

Monday, April 11, 2011

11:00-12:15pm. room 331

I. Chair's Report—Oralea—11:00-11:20

- Follow-up to Conflict Resolution Orientation, 3-28-11; creating a Warning Letter template(or templates) for Forms Depot; **handout for feedback/discussion**
- Follow-up to "Reports" Orientation, 4-8-11; RSVP Shirley Pereira if you'd like to attend the next one on **Monday, April 25th, 11:00-12:20**
- Ideas for selecting a chair for CCC, 2011-2013 term; discussion of current **.10** reassigned time
- Various meetings/opportunities for Professional Development:
 - ❖ **April 13th and 14th**, GC Technology Showcase; **handout of specific sessions**;
 - ❖ **April 25th through May 5**, Literary Arts Festival; **handout of bookmarks with schedules**;
 - ❖ **April 28th**, Getting Ready for the Microsoft Office Suite Upgrade, 1:00-2:30pm, Rm. 533;
 - ❖ **May 10th**, Tuesday, 3:00-4:30 or 5:00, Uber-Chairs meeting (Grossmont and Cuyamaca CCC members invited), Mission Valley AFT offices; e-mail Jim Mahler (or me) with topic suggestions.

II. Discussion of the timing of Spring Break (with dates of Breaks for various area elementary schools/high schools/colleges provided as a **handout**)—Sue Gonda—11:20-11:40

III. Educational Masterplan Scan Teams (seeking volunteers)—Chris Hill—11:40-11:50

IV. 50th Anniversary Open House (not too early to brainstorm ideas for department participation?)—Barbara Blanchard—11:50-12:00

V. If time permits—Q & A with the VPAA—administrative restructuring (status?), scheduling, budgeting, enrollment strategies, etc.—12:00-12:15

Ground Rules:

- We will stick to the time allotted for each issue/presentation;
- We will allow the person giving a presentation to finish before asking questions; and
- If we have further questions or comments and we run out of time with regard to a particular issue, we will choose from the following options: continue with the current presentation/discussion if the majority approves; address the issue in an e-mail forum following the meeting; address the issue at the next available CCC meeting; forward the issue to Academic Senate for further discussion; or schedule a special 4th Monday CCC meeting to continue discussion.

