

Council of Chairs & Coordinators

Minutes of the Meeting – Monday, March 14, 2011

MEETING ATTENDANCE:

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|---|---|---|---------------------------------|---|--|
| X | Oralee Holder , Chair | X | Janet Gelb (CSIS) | X | Priscilla Rogers (Int Bus, Mrkt, Man) |
| X | PJ Ortmeier (AOJ) Tina Young | | Bonnie Schmiede (Counseling) | | Pat Morrison (Library) |
| X | Barbara Loveless (American Collegiate Eng) | X | Danny Martinez (Cross Cult) | X | Julie Middlemas (Library) |
| X | Jennifer Carmean (ASL) | | Joe Orate (Culinary Arts) | X | Jenny Vanden Eynden (Math) |
| X | Ross Cohen (Astronomy, Physical Sci, Physics) | X | David Mullen (Dance) | X | Susan Working (Math) |
| X | Israel Cardona (Behav. Sci) | X | Kathy Meyer (Dance) | | William Snead (Media Commun) |
| X | Virginia Dudley (Bio Sci) | | Nemie Capacia (Dev Math) | | Paul Kurokawa (Music) |
| X | Craig Milgrim (Bio Sci) | | Jennifer Bennett (Digital Arts) | | Derek Cannon (Music) |
| X | Brian Keliher (Bus Admin) | X | Jane Nolan (DSPS) | X | Sharon Sykora (Nursing) |
| X | Linda Snider (BOT) | X | Carl Fielden (DSPS) | | Diane Gottschalk (Nursing) |
| | Mark Presnall (BOT) | | Angela Feres (Distance ED) | | Christi Vicino (Occp. Therp Asst, Speech Lang Path Asst) |
| X | Andy Biondo (CVT) | | Tim Cliffe (Earth Sci) | X | June Yang (Philosophy, Religion) |
| | Nadra Farina-Hess (CATL) | X | Oralee Holder (English) | X | Shahrokh Shahrokhi (Polit Econ) |
| X | Jeff Lehman (Chemistry) | X | Chuck Passentino (ESL) | | Lorenda Seibold-Phalan (Resp Therp) |
| | Judy George (Chemistry) | | Jim Tolbert (EOPS) | | Devon Atchison (SLO) |
| X | Claudia Flores (CHD Dev, Fam Studies, ED) | X | Jim Symington (Ex Sci Well) | | Beth Duggan (Theater Arts)-Craig Everett for Beth |
| | Sheridan DeWolf (CHD Dev, Fam Stud., ED) | X | Beth Kelley(Ex Sci / Well) | X | Mary Rider (Trans Center Direc/Coord) |
| | Angie Gish (CHD Dev Center) | X | Yolanda Guerrero (Foreign Lang) | X | Malia Serrano (Visual Art & Humanities) |
| | Roxanne Tuscany (Comm) | x | Robert Henry (History) | | |

X = present at meeting

GUESTS:

- Barbara Blanchard, VP Academic Affairs
- Sue Gonda, President Grossmont Academic Senate
- Michael Golden, President American Federation of Teachers (AFT)
- Marsha Raybourn, Instructional Operations
- Tim Flood, VP Administrative Services
- Janice Johnson, Articulation Officer
- Sue Rearic, Vice Chancellor, Business Services

RECORDER: Rochelle Weiser

CALL TO ORDER (11:05)

Chair's Report—Oralee

Oralee noted an e-mail from Jim Mahler, AFT, regarding summer compensation for chairs; he has received confirmation from the district that the same resource pool and the same compensation process would be available for chairs for summer 2011.

I. Proposed acceptance of CLEP (College Examination Program)-Janice Johnson

Janice began explaining that the College Examination Program (CLEP) is accepted by the CSU, UC, and CCC (California Community College) system for General Education articulation. She explained that CLEP is a rigorous testing program that allows college credit by exam. GC would like to align with the other colleges and systems that accept CLEP for GE articulation. Janice presented the CLEP chart to be used in the GC Fall catalog; she explained she would like faculty approval to include the chart in the catalog. Some discussion followed regarding if CLEP is accepted for Major modification; it was determined that each Department could review the tests and decide. A request was made to have more time to review the

tests and determine if a notation should be made in the catalog regarding Major modifications; a vote was taken to decide if the group would like to go ahead and vote on the CLEP chart; 16 yes / 5 no. A vote was then taken to approve the CLEP chart for GE articulation and inclusion in the GC Fall catalog; 20 yes/3 no/8 abstentions.

II. Orientations-Using the District's reports site

Shirley reported that she would like to hold a series of workshops on how to use the District's reports page, using smart tools and what information can be found. Shirley noted she would be sending a survey for the best times to hold these workshops and would like input from the Chairs and Coordinators. Shirley stated she would like to start with the Chairs and Coordinators and then move to other faculty and staff. It was noted for access to "smart tools" a request needed to be submitted to Jerry Buckley, Sr Dean Research Planning & Institutional Effectiveness. One item discussed was finding incorrect data in reports; many stressed the importance of reporting the incorrect data to Brian Nath, Information Systems, for correction as many decisions are being made based data.

III. District Updates-Sue Rearic

Sue reviewed the district budget and how it related to the 50% law; instructional salary and benefits need to be 50% of Current Expense of Education (CEE). Based on the current dollar amounts and proposed cuts to the budget GCCCD still meets the 50% law requirement. Sue then reviewed the GCCCD Employee Intranet, the page for Budget and Planning and areas information could be found. **Really bad, did not write down the gentlemen's name.....**In closing, **name, Human Resources**, announced that they are working on staff development training for classified staff members. They hope to have training available every other month.

IV. Enrollment Strategies Update-Barbara Blanchard

Barb began by reporting on the college wide spring open house; it would take place April 13-14, be open to the public and kick off the 50th year celebration. Barb then reported the District is recommending GC offer limited classes for 2011 summer with an approximate reduction of 50%. She reported by reducing summer offerings by 50% allows GC to better balance the fall/spring sessions and hopefully not remove more courses beyond the planned reductions from later sessions. Barb then reviewed a sample planning schedule with FTEF (LED) reductions of 5%, 10% and 15%. The examples given also included the summer course reductions at 50% reduction, no summer course offerings, and 25% reduction. Barb explained she would like to leave the individual Department planning to the Chairs and Coordinator, but the Divisions are being asked to reduce summer by 50%. She explained that GC Instructional operations would like to have the department's three different scenarios (5%, 10% and 15% reductions) so that as the State budget numbers change, Instructional Operations will be able to adjust and still be able to move forward with catalog offerings without having to scramble and wait for departments. Barb noted she and Marsha should have a due date for line sheets later this week. Much discussion followed regarding the budget scenarios and line sheets.

V. Budget Update-Tim Flood

Tim briefly reviewed the three budget scenarios the district is working with. Tim reported that with the numbers constantly changing the district is trying to put together a plan that will adapt. It was also noted that at this time growth, an increase in students served, is not good for GCCCD; results in serving students over what GCCCD is being paid for. Tim reported that at this time if the budget goes to the worst case scenario, the legislator is prepared to raise tuition from \$26.00 a unit to \$66.00 a unit. Tim noted that with the tuition increase GCCCD would actually get to keep more of the per unit dollars, a first. Tim reported in regards to FTES the State can adjust what GCCCD will be paid last year (after students have already been served), this year and for next year; noting this situation is why the numbers are constantly changing and why GCCCD would like to stabilize FTES at CAP on each campus. Tim reviewed the recommended reductions of 5%, 10%, and 15% and how they impact FTES. Much discussion took place regarding the reductions and moving to the 10% and 15% reductions for departments; many agreed that it is easier to add classes back to the schedules than to have students registered and cancel classes.

The CCC meeting adjourned at 12:30pm. Next meeting: April 11, 2011 Room 331.