

## Notes CCC Mtg

9-9-13

Chair Report—Joel reported on the AFT Chairs Meeting. Prominent point was Faculty Grade Distributions may not be used when evaluating faculty.

There is an Adjunct Faculty Database on the AFT Website that can be used when looking for adjuncts or for adjuncts to promote themselves to other colleges.

AFT encourages Full and Part time department liaisons for their meetings.

IMPORTANT DATES: 9/16—Page Proofs are due to the Deans; 10/14-17 Accreditation Visit; 10/25—SLO Assessments, Activity Proposals, Program Review updates are due and to be inputted in TRACDAT.

Introduction of Chairs and Visitors occurred.

Presentation on Hiring Forms and procedures was given by Tim Corcoran and Cheryl Houston

Overview of the categories of Temporary Hires

Emphasis on requirements and restrictions when hiring

Q&A included that delays can occur outside of the HR offices. HR tries to have a 48 turnaround time for requests; Students may not carry over hours; HR understands that the process can be cumbersome; Stated that Cuyamaca's max total of hours per week for students is more than Grossmont's. Faculty are to consult with administration for exceptions.

Introduction of VPAA Katrina VanderWoude. VPAA VanderWoude stated that she looks forward to working with CCC members and wants to get to know the programs and people better.

TracDat use and Training was presented by Chris Hill. There will be a couple of intro sessions this week (9/9). Working sessions will be held from Sept 13-Oct 3. CCC members are encouraged to bring data to input into the system. CCC members can access TracDat at [Grossmont.tracdat.com](http://Grossmont.tracdat.com). CCC members have full access and fulltime faculty have limited access to the system. If a CCC member wants to change an SLO, the process of going through Angela still needs to be followed.

Datalink to Replace Grademaster was presented by Denise Schulmeyer. It was mentioned that some departments purchased Grademaster machines independently. Discussion on whether or not to implement Datalink immediately or wait to the end of the semester. General consensus was to wait until the end of the semester. Denise to send information to Joel to forward to CCC members as to where working Grademaster machines are located on campus.

Smarthinking OnLine Tutoring was presented by Denise Schulmeyer. System is going live on Monday. Rationale was that the college is required to provide all services to on-line students that on campus students can receive. Not all subjects will have a tutoring component. Is ADA Compliant. Tutors are vetted and have the necessary degrees and credentials to serve as tutors.

Joel distributed a copy of the Chair's and Coordinator's Duties. Joel encouraged the CCC members to review and present any concerns at future meetings.

Dates and locations of future CCC meetings are on the GC website.

Joel encouraged CCC members to send him agenda items.