

CERRITOS COLLEGE CHAIRS COUNCIL

TO: Members of the Chairs Council
FROM: Amy Holzgang and Carl Stammerjohn, Co-Chairs
DATE: September 27, 2018
SUBJECT: **Chairs Council Minutes 4-24-2018**

Chairs Council: Members Present

*incoming, nonvoting

Teresa Alenikov	Accounting/Finance/Insurance
Gabriela Barrera De Contreras	Basic Skills
Mary Ellen Brady	Real Estate
Craig Breit	Mass Communications
Ni Bueno	Health Education
Steve Clifford	English (Co-Chair)
Carrie Edwards	Fitness/Kinesiology
Rebekah Hathaway	Dance
Amy Holzang	Sociology
Angela Hoppe-Nagao	Speech
Jianli Hu	Business Administration/Real Estate (Co-Chair)
George Jarrett	History
Janet McLarty-Schroeder	Physics/Astronomy
Solomon Namala	Economics
Janet Ramirez-Han	Cosmetology
Martha Robles	ESL
Kimberly Rosenfeld	Education (EDEL)
Joann Sugihara-Cheetham	ESL
Chuong Vo	Machine Tool Technology
Christian Brown*	Mass Communications
Elizabeth Paige*	Disabled Students

1. **Welcome**

Carl greeted the Council and stated that this would be the last meeting of the current academic year.

Approval of Minutes—The Council did not have a quorum, so there were no actions taken for the February 22, 2018 minutes.

2. **Chairs Council Co-Chair Elections for Next Year**

Carl announced that both he and Amy are looking for nominations to serve as Chairmen of the Chairs Council for 2018-2019. No one was nominated.

3. **New Faculty Prioritization Process—Angela Nagao**

Angela informed the Council that a new committee, Faculty Hiring Prioritization, has been formed with the purpose to rank hiring needs for areas of instruction and non-instruction. Rankings will reset every academic year. Angela stated that the committee is composed of equal parts faculty and deans. She explained the ranking process. The committee will use a formula that prioritizes a 75-25 ratio of full and part-time faculty. The formula does not factor in overload, so that departments' needs will be accurate. The formula has quantitative and qualitative components. Non-instructional areas will have adapted models to fit their unique needs. Areas needing replacement faculty will receive more priority than areas looking to hire for growth. Areas mandated by the state or accreditors to fill a vacancy will get significant prioritization. The Executive Council decides how many and which positions to approve. The committee will pilot in the Fall 2018 semester.

4. **Changes in English Writing Courses—Stephen Clifford**

Stephen informed the Council that the English department had developed accelerated courses that integrate two semesters of coursework (ENGL 20 & ENGL 52) into ENGL 72. Changes were made with intentions to comply with AB 705, which requires native English speakers to have a one-year pathway to transfer-level coursework. ESL students have three years. Students who previously placed into or met the requirements to enroll into ENGL 52 can now opt-in to ENGL 100+5L which offers students a two-hour lab to support their ENGL 100 coursework. Both ENGL100+5L and ENGL 100 meet A.A. and transfer requirements, and will also fulfill the prerequisite for programs that require ENGL 103. Courses that required ENGL 52 as a prerequisite will still display such information in the schedule for students on campus who have taken ENGL 52 in the past.

5. **Union Issues—Kimberly Rosenfeld**

Kimberly informed the Council that:

- For faculty that is retiring, they may return to campus as part-time faculty with the same hiring criteria of any other part-time faculty.
- Deans should not be changing or adding to peer evaluations for faculty.
- Summer stipends contracts do not require attendance at department meetings.
- On the May 2, Board of Trustees meeting, Stephanie Rosenblatt is organizing faculty who want to present issues regarding negotiations, healthcare, and other union-related miscellanea.

6. **Institutional SLOs and Course SLO Assessments—Mark Fronke**

Mark presented the Council with revisions to the Institutional Student Learning Outcomes (ISLOs) that were drafted by the SLO Committee. The drafts include five comprehensive categories. The drafts were done with intentions to streamline the SLO mapping and assessment processes from course to program to institutional levels.

Mark presented an SLO Improvement/Action Plan that can be used by all faculty to record SLO data as evidence for planning. The document contributes towards closing the loop of SLO assessment by using SLO data for campus improvements. Mark advised the Council to upload the document into Program Review Plus.

Mark reminded the Council that all courses are ready to be assessed in eLumen and that the green checkmark is critical to ensure that assessment data factors into reports.

**Next Meeting
September 27**