

Official Minutes

Chairs Council

TO: Members of the Department Chairs Council
FROM: Daniel Hernandez, Academic Affairs
DATE: February 6, 2018
SUBJECT: **January 31, 2019 Minutes of Chairs Council Meeting**

Members in Attendance:

Graciela Contreras	Basic Skills
Martha Robles	ESL
Ruben Gomez	Administration of Justice
Marcela Daltro	BA / Real Estate
Kimberly Rosenfeld	EDT
George Jarrett	History
Bruce Greenberg	Law (Paralegal)
Jaclyn Ronquillo	Psychology
Traci Ukita	Counseling
Christiania Fernandez	Art & Design
Christian Brown	Mass Communications
Brandt Reiter	Theater and Film
Olga Andrade	Child Development
Susan Gradin	Child Development
Lydia Cosio	Dental Assisting
Julie Bathke	Physical Therapy Assistant
Rebekah Hathaway	Dance
Carrie Edwards	Kinesiology
Ni Bueno	Health Education

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Steve Clifford	English
Bonnie Helberg	Reading
Linda Waldman	Chemistry
Dean Mellas	CIS
Daniel Dekracker	Earth Sciences
Manual Lopez	Mathematics
Janet Mclarty-Schroeder	Physics/Astronomy
Janet Ramirez-Han	Cosmetology
Carl Stammerjohn	Woodworking
Celena Fisher	Counseling

1. Welcome

- a. Ni Bueno introduced herself and stated that Amy Holzgang will not be present for today's meeting. The committee welcomed each other and began the meeting

2. Guided Pathways – Traci Ukita

- a. Traci Ukita informed the committee that she is now the faculty coordinator for Guided Pathways. Tracy wanted to give a refresher in what Guided Pathways does and what this program means for the college. Its main goal is to improve student completion and narrow the achievement. It also wants to increase access and success for students. Guided Pathways currently have four main pillars (concepts) that they focus on. Some other key features are the mapping of programs, academic advising, basic skills, and many more important features this program has to offer. The States chancellor's office created a Vision for Success for the community college system, to work towards a five years' plan. This program is key to achieving this Vision of Success. There's a new funding formula that is tied to completion which relates directly to Guided Pathways. Guided pathways are now looking to be the main source for all other categorical grant initiatives here on campus. CCRC ideal timeline is 8+ years of implementing this program, which makes Guided Pathways a long term project. Tracy also spoke about what the committee did last year which included creating task forces, a mission statement, and a five-year work plan. She also noted all the upcoming projects and events that are taking place on campus for Guided Pathways, which include student surveys, testing of new products, and bringing in more student awareness through interactive means. Tracy invited all the department chairs to the Guided Pathways meeting which are on Tuesdays, 3:30 – 4:30 PM (LC 51)

3. Student Services SLO – Chelena Fisher
 - a. Chelena Fisher wanted to present Student Services SLO information to the committee and also wanted to collect some data from all of the various departments. The goal of these SLOs is to figure out how to better students in all of their capacities. They currently work on four major SLOs with number three being the main focus. The third SLOs is, students feel a sense of self belonging and social connection that promotes well-being and goal accomplishment. They've also introduced a fifth SLO which is; students will engage as agents of change to promote social justice. The work group is currently brainstorming on how do we as a campus understand engagement and how to increase a student's self-belonging. Fisher would like to introduce open house for majors and would like to, as a whole, increase the engagement of students so that they can feel more at home here on campus.
4. Union issues – Kimberly Rosenfeld
 - a. Kimberly stated that the Union is currently working on a MLU with the district that is related to faculty retirees and them wanting to get hired as part time. They are giving priority based on their hiring date. However, there are some problems. Some departments are not happy that they have priority to come back. The Union has advised that these faculty members will be evaluated and should reflect any problems. The committee were told that retiree faculty that want to work need to reapply to the college again. Kimberly asked if anyone has an issue with the hiring practice to please email her so that she can get more input and it will allow her to speak to the district with other faculty concerns and ideas.
5. eLumen update – Carrie Edwards
 - a. Carrie gave out two handouts which are intended to help out with the elumen cleanup efforts. Curriculum held a elumen training session back in October to help facilitate the process. Academic Affairs has finally given Curriculum access to hourly workers in order to help with the cleanup. One person has been hired, with the hope of hiring two more. Speech department has cleaned up all of their courses. Many chairs want their faculty helping with the cleanup process. Carrie stressed that she and her specialist Phally, are willing travel to any department / division to help with providing more assistance in elumen. Carrie wants the department chairs to pay attention and review the course outlines, course contents, and any other information that is in elumen and make sure they are updated and correct. Unfortunately, the department chair is going to have to look at every single work flow. Carrie asked the committee to please email her if they have any other questions or concerns regarding the cleanup.
6. Open discussion
 - a. Ni Bueno asked the council if they would to meet up every month, the answer was no. The next meeting is in March, the committee agreed with this date. The

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suggestion for twice a semester was also talked about. Carrie brought up an issue with elumen and SLOs, Angela added a line in an accreditation standard that has stirred up a debate. She asked Carrie to take an informal vote on this subject within the council. The line states, “elumen is widely viewed as difficult to use”. Angela asked, how many chairs find it challenging in regards to SLOs reporting in elumen? In terms of the question only, the council voted yes, it is difficult. In terms of SLOs reporting, there is a mixed answer, some of the members said yes, and some said no.

Meeting Adjourned at 12:15 PM
Next Meeting is in March