Enrollment Management Task Force Notes Friday, September 21, 2012, 10:30 AM Board Room

ATTENDANCE

Name	Title	Attended
Kathy Berry	VP for Academic Services	✓
Tina Aguirre	Dean of Health & Sciences	✓
Taylor Ruhl	Dean of Arts, Letters, & Learning Services	✓
Efrain Silva	Dean of Economic & Workforce Development	
Ted Ceasar	Dean of Counseling	✓
Sergio Lopez	Dean of Student Development & Campus Events	✓
Trinidad Arguelles	District Lead Counselor	
Rebecca Green	Director of Child, Family, and Consumer Sciences	
Craig Blek	Department Chair, Business	✓
David Drury	Department Chair, Exercise Wellness and Sports	✓
Daniel Gilison	Department Chair, Science	✓
Carol Hegarty	Department Chair, Humanities	
Jose Lopez	Department Chair, Industrial Technology	
Leticia Pastrana	Department Chair, English as a Second Language	✓
James Patterson	Department Chair, English	✓
Kevin White	Department Chair, Behavioral and Social Sciences	✓
Rick Castrapel	Coordinator, Math & Engineering	
Jose Ruiz	Coordinator, World Languages	
Edward Wells	Coordinator, P.O.S.T. (Administration of Justice)	✓
David Zielinski	Coordinator, Distance Education	✓
Terry Norris	Tutorial Specialist	✓
Cathy Zazueta	Librarian	
Dixie Krimm	Curriculum Specialist, Recorder	✓
Matthew Thale	Systems Analyst	✓
Visitors	Jose Lopez, Veronica Soto	✓

AGENDA ITEMS/DISCUSSION

A. Comments and/or Concerns regarding the scheduling process

Tina Aguirre – conflicts in the dry labs are being resolved.

Ed Wells – commented that adjunct faculty have a new contract that may cause major issues for scheduling. David Drury stated that the contract was not ratified yet. Discussion: there is concern that it would take significantly more time to allow adjunct to choose classes.

Kathy mentioned that Fall 2013 and Spring 2014 will be scheduled early and for the entire year. This should help with the round robin contract issues with adjunct.

B. Distance Education Update

David Zielinski – Andres and David met with Kathy Berry regarding DE. It would be good to not offer any courses that are connected to a major or certificate for Spring 2013. He did not want to make a blanket decision to not offer courses; he recommended that transfer courses remain face-to-face for the Spring. Deans should support chairs in decisions made to offer sections DE. During Spring courses could be reviewed for purpose, success, retention, and rigor.

Daniel Gilison asked if this pertained to hybrid courses or online only courses. Kathy clarified that as far as the commission is concerned if a course is 50% or more online then it is considered online. In most cases even when we have offered hybrid 50% or more ends up online.

Other Topics:

Kathy requested that departments please not make pedagogical decisions based on the college hour. For example the mode of instruction should not be changed due to the college hour.

Academic Senate will be evaluating the impact of college hour for any revisions for the Fall 2013 semester. Committee discussed areas of impact including: classified staff, cafeteria, students. Discussion regarding where students go when things are not planned, Taylor mentioned that the library and math labs are overcrowded during college hour. There is support for the college hour but looking at the goals is important.

C. Next Meeting

Need to look at preplanning to cut schedule in preparation for possible outcomes due to the November tax initiatives. We will look at what the schedule is going to cost, where "Staff" is listed we will assume part-time instructors. Discussion will continue next Friday.

ADJOURNMENT