

Academic Affairs Committee

Co-Chairs: Paulette Hopkins and Dan Igou
Thursday, October 17, 2019, 2:00-2:50 p.m.

Room L-302

MINUTES

Approved: November 21, 2019

Present: Lou Ascione, Cheryl Barnard, Francois Bereaud, Gina Bochicchio, Rebecca Bowers-Gentry, Reginald Boyd, John Couture, Dawn DiMarzo, Molly Fassler, Adrian Gonzales, Darren Hall, Richard Halliday, Mary Hart, Paulette Hopkins, Daniel Igou, Carmen Jay, Mary Kjartanson, Jesse Lopez, Andrew Lowe, Pablo Martin, Jessica McCambly, David Mehlhoff, Jordan Omens, Mara Palma-Sanft, Larry Pink, George Rahmoun (student), Namphol Sinkaset, Melanie Stuart (student), Tonia Teresh, Gail Warner, Dan Willkie, Linda Woods, Joe Young

Absent: Nicolas Gehler, Daniel Miramontez, Scott Moller, Kirk Webley

Guests: Brett Bell, Kandice Brandt, Lisa Brewster

I. Call to Order

The meeting was called to order by Co-chair Paulette Hopkins at 2:04 p.m.

II. Approval of Agenda

MSC (Omens/Ascione) to reorder and move Item VI.A. up on the agenda (District Budget Update).
(Nayes-0; Abstentions-0)

III. Approval of Minutes

MSC (Kjartanson/Omens) to approve the minutes of September 19, 2019. (Nayes-0; Abstentions-0)

IV. Subcommittee and Coordinator Reports

A. Distance Education

Maduli-Williams reminded everyone of CAN-Innovate workshop and the Distance Learning Summit. The CAN-Innovate workshop will also be held in a classroom for mass viewing.

B. Academic Standards – No report given.

C. Basic Skills Initiative – No report given.

D. Honors

Jay reported that District is working on a fix in Campus Solutions so that faculty are notified regarding Honors-student enrollment.

E. IPR/SLOAC – No report given.

F. FLEX Coordinator

Andersen reported that Flex certification has been submitted.

G. Faculty Evaluations Coordinator – No report given.

v. Old Business

A. Guided Pathways Update

Lisa Brewster gave an update on Guided Pathways. The workgroup has been meeting regularly discussing design and next steps for Years Three (this year) and Four. Brewster advocated for bringing information sessions to any department meetings held in November, December, or February.

Negotiations are underway for Faculty Leads for each of the five activities--Communication, Course Mapping, Program Mapping, Onboarding, and Technology. In the spring, more discussion to take place regarding existing practices, best practices, and options for pilot projects to improve the student experience.

B. Strategic Enrollment Management

VPI Hopkins displayed an overview of 2019-2020 FTES Targets and Actuals from Summer 2019 to the present, and enrollment strategies for Intersession 2020 through Early Summer (ends June 30). It was stated that the Deans/Staff are currently building Spring classes into Campus Solutions. Hopkins informed everyone that priority registration begins November 12, and Steve Quis (PIO) will be working on marketing efforts to recruit for Intersession and Spring 2020.

vi. New Business

A. District Budget Update

VPA Brett Bell provided an overview of District and Campus budget allocation models, planning assumptions, and the process from a tentative to an adopted budget. He highlighted the following:

- Hold Harmless definition
- One-time activities for cutting costs
- Hiring freeze ramifications
- FTES Targets determined by District
- FTES:FTEF calculations
- Required expenses budgeted by District (i.e. salary/step increases, benefits)
- BAM (Budget Allocation Model) Summary
- CAM (Campus Allocation Model) Summary
- Status of Reserves

B. CIA Update

Laura Murphy reported that CIA is still working on governance structure. Currently, only College Council has been finalized. She explained that College Council is the CIA's alternate to CEC. Plans are to preview the CIA recommendations with all of the Committee Chairs and then to individual committee memberships; possibly in Spring.

vii. Adjournment - The meeting was adjourned by consensus at 3:12 p.m.