

Chairs Committee Meeting

Chair: Kevin Petti

MINUTES

Thursday, September 19, 2024 1:00 - 2:30 PM Room M 110

Members Present: Jennifer Aase, Kandice Brandt, Andrew Lowe, Anne Gloag, Daniel Igou, Jae Calanog, Jordan Omens, Kevin Petti, Lisa Brewster, Martin Kennedy, Mary Hart, Mary Kjartanson, Max Moore, Molly Fassler, Wai-Ling Runic

Members Absent: Adrian Arancibia, Duane Short, Gene Choe, Jessica McCambly, Namphol Sinkaset (all sent proxies)

Assistant Chairs & Program Directors Present: Darren Hall, Dawn Diskin, Mardi Parelman, Monica Demcho, Rebecca Bowers-Gentry, Stefanie Johnson Shipman, Matthew Cain, Patty Manley

Guests: Adrian Acain

1. **Call to order:** 1:05
2. **Approval of Agenda:** Unanimous
3. **Approval of Minutes:** None
4. **Old Business:** None
5. **New Business**

	Item	Strategic Goal	Accreditation Standard	Initiator
A	Quick Guest Presentations: Adrian Acain - Scheduling: The Committee discussed that Adrian Acain is now scheduling in his overtime role. Chairs are asked to continue to work with Deans per staffing. Matt Cain - CCAP: Discussed CCAP processes for the upcoming two academic years. <i>Chair Petti to follow up with VAP Odu per how CCAP classes are now supplanting on campus course offerings.</i>	3, 4	I, III, IV	Petti
B	New Evaluation Process - CBA Article XV <ul style="list-style-type: none">• Timelines, in-person meetings, online student evals, and more• Click for Evaluations Webpage A background to Article XV was presented, along with the major changes that Chairs need to know. Chairs were urged to proactively work with their Deans to meet Evaluation Meeting deadlines	3, 4	I, III, IV	Petti

C	<p>President's Response to Chairs' Concerns per the new Anonymous Screening Process</p> <ul style="list-style-type: none"> • Click to view 5/16/24 Chairs Committee Notes Shared with the President in May <p><i>Chair Petti to follow up with President Wes to request a formal evaluation process be instituted. If the President declines to establish a formal process, it was discussed that the Chairs Committee recommends to the Academic Senate that they request the President does so.</i></p>	3, 4	I, III, IV	Petti
D	<p>Contract Faculty Hiring Prioritization Committee Update</p> <ul style="list-style-type: none"> • No new positions for 2024-2025 Academic Year - Still submit proposals? • Application Tool Being Finalized <p>The Chairs voted to submit proposals as if there are positions available in the chance that positions become available this academic year. Additionally, this is a good exercise with this relatively new process. <i>Chair Petti will inform the CFHPC of this decision.</i></p>	3, 4	I, III, IV	Petti
E	<p>College Wide Program Review & Outcome Assessment Plan</p> <ul style="list-style-type: none"> • Click to review the Plan <p>Professor Manley gave a quick update.</p>	3, 4	I, III, IV	Manley
E	<p>Chair Updates and Reminders:</p> <ul style="list-style-type: none"> • Evening Duty, Program Cards, Spring Uber Chairs, Class Cancellations (only Deans!), CCAP Updates, 11 Month Availability, Adjunct Database, Other? • Budget Concerns? <p>A brief discussion of the above ensued.</p>	3, 4	I, III, IV	Petti

6. **Other Announcements:** None

7. **Next Scheduled Meeting:** Thursday, October 17, 2024, 1:00 - 2:30 PM, Room M 110

8. **Adjournment:** 2:25 PM