Division Council Notes

September 16, 2013
11:00-1:00 PM
SE3-104

Attendees:

Leandra Martin	**P**			**Kathy Henderson**	**P**			
Mina Jahan	**P**			**Keith Johnson**		**A**		
Tim Karas	**P**			**Clement Lam**	**P**			
Danny Nguyen	**P**			**Janice Morgan**	**P**			
Daniel Sanidad	**P**			**Thuy Trang**	**P**			
Wael Abdeljabbar	**P**			**Rod Pavao**	**P**			

P-Present, A-Absent

Guests:

Penny Johnson, VP of Student Services

Agenda Items:

Topic	Topic Lead	Time	Outcomes
Order of the Agenda	Martin	5 min	
Review and Approve: DivC_notes_2013-09-09	Martin	5 min	Notes were reviewed and approved
Meeting Schedule	Martin	5 min	Starting in October, DC will shift to a 1st and 3rd Monday meeting schedule to offset with Student Services Council meetings. Meeting time is unchanged and will remain at 11AM – 1PM.

Student Success Act	Johnson/ Sanidad	60 min	• SSA is similar activities as former "Matriculation," but now, students are required to accept activities/services that are mandated of colleges.
			• Funding is slightly shifted and focuses more on service provided
			• See Power Point presentation
			• Enrollment Priority
			  ○ Enrollment priority goes into effect SP14 (April enrollment period) for Fall of 2014 classes.
			  ○ Mandated services requirement will apply to new students only – not retroactive.
			  ○ We need to anticipate and prepare the best we can for the impact of these mandates on enrollment.
			  ○ Penny is working with the local HS to inform students about the new mandates and the focus on developing ed plans and having a clear educational goal and path as opposed to exploration – that should be done at the HS level.

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Notes:			
			• We will gather data on top 5 majors, number of "new" students, etc., in preparation for how the SSA might change enrollment patterns. • We will pick up on where we left off on the 2-year schedule project as part of the preparation for implementation for the SSA.
Data Update	Martin	10 min	• Handout on Regional Enrollment Comparisons • We are currently using about 5 FTEF less in F13 than what was final for F12.
Winter/Spring Schedule	All	15 min	• Winter class schedule is not restricted from evening offerings or Fridays. • Tim reported 24 sections piloting the earlier evening start time. Math is piloting one section. • PGC will need an accounting of total FTEF scheduled for WI14.
Accreditation Self- Study	Martin	5 min	• The self-study needs more input from campus community. For the next 2 meetings, Division Council will review, provide input, recommend changes and come to agreement on elements of Standard II. We will break into 2 groups led by Leandra and Danny and input/changes will be recorded and submitted to Cathy Cox.

Department/Division Organization	All	15 min	• What should be the process for realignment of department/division organization? What should be the considerations and factors?
			• It was suggested that the Division Council help guide the discussion and develop the process that will yield recommended changes.
			  ○ Look at overall structure
			  ○ Possible benefits for grouping Workforce/CTE programs together
			  ○ Workload
			• It was agreed that it is important to look at the current organization and a mechanism/process for re-alignment of departments.
			• We would review the process used by the college for the last re-org as it related to instructional services. Then, we will spend 15 min after our accreditation review next week to map out the process together and determine considerations/factors.
			• This does not preclude us from soliciting input about the

			current proposal for re-alignment of ASC and Child Development.