



CELEBRATED PAST. BOUNDLESS FUTURE.

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Dean's Meeting, January 22, 2015 at 10:00 AM – 12:00 PM

Deans	present	GUESTS
Avie Bridges	Yes	
Micki Bryant	No	
Cher Carrera	Yes	
Ron Coopman	Yes	
John Finch	Yes	
Madeline Grant	Yes	
Bart Hoffman	Yes	
Shelly Jaffray	Yes	
Eve Kikawa	Yes	
Mark Liang	No	
Don Mahany	Yes	
Becky Miller	Yes	
Leisa Schumacher	Yes	
Omar Torres	Yes	

Agenda Items	Notes
1. Welcome and Introductory Comments <ol style="list-style-type: none"> Baccalaureate degree: next steps Discussion of draft AR 4235: Credit by Examination Discussion of draft AR 4101: Independent Study Discussion of draft AR 4020: Program and Curriculum Development <ol style="list-style-type: none"> Education Code Section 78016 – (a) Every vocational or occupational training program offered by a community college district shall be reviewed <u>every two years</u> by the governing board of the district to ensure that each program, as demonstrated by the California Occupational Information System, including the State-Local Cooperative Labor Market Information Program established in Section 10533 of the Unemployment Insurance Code, or if this program is not available in the labor market area, other available sources of labor market information, does all of the following: <ul style="list-style-type: none"> Meets a documented labor market demand. 	a. The final vote by the Board of Governors is anticipated to occur in March 2015. No Baccalaureate degree (BD) is currently available at any community college in California. A substantive change will be submitted to ACCJC at a later date for the Associate Degree (AA) if approved by BOG in March. Presently, there is not an accrediting agency that oversees granting the BD. ACOTE is the accrediting agency that governs the Occupational Therapy Assistant Program at the AA level. Currently, ACOTE is not in support of the BD program; however, discussions are ongoing. CSU Long Beach offers an Occupational Studies Program; however, the emphasis of that program and degree is not OTA-based. The BS Program at SAC will create a bridge to the MS and/or Ph.D. programs at the CSU and UC level.

<ul style="list-style-type: none"> • Does not represent unnecessary duplication of other manpower training programs in the area. • Is of demonstrated effectiveness as measured by the employment and completion success of its students. <p>(b) Any program that does not meet the requirements of subdivision (a) and the standards promulgated by the governing board shall be terminated within one year.</p> <p>(c) The review process required by this section shall include the review and comments by the local Private Industry Council established pursuant to Division 8 (commencing with Section 15000) of the Unemployment Insurance Code, which review and comments shall occur prior to any decision by the appropriate governing body.</p> <p>(d) This section shall apply to each program commenced subsequent to July 28, 1983.</p> <p>(e) A written summary of the findings of each review shall be made available to the public.</p> <p>2) Title 5 Section 55003(b)(4) - A district governing board choosing to establish prerequisites, corequisites, or advisories on recommended preparation shall, in accordance with the provisions of sections 53200-53204, adopt policies for the following: the process, including levels of scrutiny, for reviewing prerequisites and corequisites to assure that they remain necessary and appropriate. These processes shall provide that at least once each six years all prerequisites and corequisites established by the district shall be reviewed, except that <u>prerequisites and corequisites for vocational courses or programs shall be reviewed every two years. These processes shall also provide for the periodic review of advisories on recommended preparation.</u></p> <p>3) With respect to our credit hour policy, where should internships and/or cooperative work experience be included in the proposed language?</p> <p>e. Group approval and next steps</p>	<p>b. The DRAFT copy was discussed and recommendations were provided.</p> <p>c. The DRAFT copy was discussed and recommendations were provided.</p> <p>d. 1. through d. 3. The DRAFT copy and related items were reviewed and briefly discussed.</p> <p>e. The Deans will review the DRAFT item in greater detail and bring their changes / recommendations marked in "red" to the next meeting on Jan. 29th.</p>
<p>2. Discussion Topics</p> <ul style="list-style-type: none"> a. Enrollment Management update for spring 2015 b. Spring 2015 Enrollment Management Team meetings discussion c. TracDat update and next steps d. Upcoming Academic Affairs Advisory Council meeting and suggested topics e. Year-long Schedule: Fall 2015 and Spring 2016 <ul style="list-style-type: none"> 1) Continued discussion of FTES tentative targets for 2015-16 2) Revised Planning Schedule for Fall 2015 and Spring 2016 construction 3) New Scheduling Innovations discussion continued 4) Schedule building for staff considerations – perhaps reserve ITS Computer room for uninterrupted schedule development time 4) Room allocation – overflow for HSS, HST, and SMHS? 	<p>a. The overall SP15 enrollment numbers are still soft at this time, and we are at 64.2 % of our FTES target. Concerns were discussed regarding the lack of timely advertising and marketing strategies.</p> <p>b. The Deans concur that the meetings are informative and effective, but somewhat repetitive. A question was raised about "section productivity" based on the "primary section" for cross-listed or same-as courses and sections. This item is being looked into for potential modification.</p> <p>c. A general overview was provided to the Deans. A "go live" date has not yet been determined.</p> <p>d. Recommendations were:</p>

	<ul style="list-style-type: none"> • EMT access and usage • Year-long schedule • Accreditation – Revised Standards (Institutional Standards) • Two-Year Pathways (Due March 1st) • TracDat – The repository system for Program Review, SLOs, etc. Update: Go live – is it possible to do a partial implementation to test the system? 3 semesters – full release time for a Coordinator to oversee. The person would work closely with Bonnie Jaros. Training materials will need to be developed. <p>e. 1. through e. 3. General discussion occurred. A revised DRAFT Fall 15 and Spring 2016 Schedule Production Timeline will be distributed to Deans.</p> <p>e. 4. The Deans will discuss the proposed idea with division staff and provide feedback at Jan. 29th meeting.</p> <p>e. 5. This item will be tabled for discussion at a future meeting. The date will be determined and communicated to the Deans.</p>
<p>3. Upcoming Events and Closing Remarks</p> <ul style="list-style-type: none"> a. Next Deans Meeting – Discuss RARs and prioritization b. Spring 2015 Enrollment Management Team meetings, 8 am – 9 am, 1/29, 2/2, 2/4, 2/5, 2/9, 2/10, 2/11, and 2/12 (tentative location S-215) c. Academic Affairs Advisory Council – Tuesday, February 3, 2015 from 8 am – noon d. Convocation with Dr. Darla Cooper (RP Group) on Friday, February 6, 2015 e. Other items? 	<p>Reminders were provided for items a. through d.</p> <p>e. Other items:</p> <ul style="list-style-type: none"> • SP15: SSSP Grant assignments – communication needed from Dr. Lundquist’s office for persons, LHE & GL accounts. • SP15: Department Chair LHE – Does the recent FARSCCD include “sliding scale”? Not known at this time. Deans have been advised to use existing LHE chart for SP15 until further clarified. • KISS: The rock band is meeting with SAC management regarding use of classroom and practice field space. • C&IC: Concerns were shared regarding flow of work and number of times curriculum can be submitted to the Board • Department consolidation: What is the process for doing this? It was recommended to follow-up with Academic Senate and/or FARSCCD. • 100th Celebration: Request was made for more

	<p>communication to be shared with faculty, staff, etc. A photo shoot will occur at the Feb. 6th Kick-off event. Concerns were shared regarding the time conflict between the Feb. 6th Kick-off event and division start-up meetings.</p> <ul style="list-style-type: none">• Pathways to Law School Program: Madeline and Cher will discuss the additional partnership requests SAC has received.
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