Meeting notes
Council of Chairs and Coordinators
May 13, 2013

1. Professional Development updates- Denise Schulmeyer
   a. June 7 deadline dates to reserve rooms & send proposals for PD event
      PD event during Flexweek Thursday August 15th 9:00 to 10:00am
   b. Denise sent out a link
   c. Link is on the PD website
   d. Please RSVP-breakfast being served

2. Activity Proposal- Tim Flood
   a. Handout provided on Activity Proposals funded & unfunded
   b. Reasons given for Activity Proposals unfunded:
      i. Some were already funded via Wish List
      ii. IRC funded through other processes institution-wide PD & Tutoring as examples
      iii. Goal is to treat all depts fairly
      iv. Request from Community Learning to Fee Based-“curriculum matter” this is the purview of the Curriculum Committee
      v. Everything that was requested was funded over $600K
      vi. 1.6m including institutional expenses e.g. technology campus-wide

3. Compressed Calendar-Judd Curran (JC)
   a. Discussion of scheduling implications & gathering questions for FAQ
   b. Goal today is not rehashing/re-run of previous discussion in Academic Senate-goal is to move the discussion forward
   c. Importance of careful consideration
   d. Questions that are still out there
   e. Some depts on board, others not sure, e.g. those depts that have labs would stand to experience hardships
   f. Compressed Calendar & Thanksgiving Week off: people have strong feelings and may need to separate out two items above
   g. Question re: Staff Development. Losing the time in a lab would kill some depts. Can we use Flexweek to recover some of that time?
   h. Let’s get models of different proposals on the table since we only have one proposal at this time
   i. It’s important to understand the view of the student. Need more “meat” to understand/pedagogical reasons for going to a compressed calendar
   j. Does this preclude going to M W F schedule?
   k. Which classes are most effective? MW or TTh
   l. Clarified classes to be extended by 5mins and passing time would go to 10mins in the current scenario
m. Why not keep the schedule the way it is and cut down the number of
days? Fridays? Or Saturdays?

n. Questions of how much time to cut/meet with students is one issue
and another is the number of days to meet

o. Why can’t we do 16 weeks w/o Finals Week & w/o PD Week?
p. Does Compressed Calendar allow for 8 Week Sessions? If so, how will
they be scheduled?

q. Bus Schedule problems for students (late evening buses)
r. Question of College Hour if it were to return; how would that affect
the Compressed Calendar?
s. SMCC utilized a 4 week intercession during Winter. SMCC improved
Student Success rates after going to a Compressed Calendar

4. Tutoring Needs: Sue Gonda
a. Problem for us since 2/3rds of our students are PT
b. Admin will send out an email to students to make them aware
c. Tutoring Fair to recruit students
d. Online tutoring tool Pilot to help take some of the pressure off
e. Outreach to Universities
f. Meeting with Tutoring Coordinators in our District w/AFT & CSEA to
express concerns & issues
g. TA’s are affected by this proposal as well
h. “A in class may qualify you to be a tutor. Let your instructor know”
i. 299-A Occupational Course repeatable up to 16 units students does
not have to be FT to sign up for a one unit course
j. Peer Component—one unit course with the advisory of an instructor
k. Can work up to 75 hours
l. Will help student resumes
m. Students to get transcript credit
n. The course is repeatable
o. Students are paying for the unit ($46) though Parking Pass is worth
$40 real cost to student is $6
p. General Work Exp is not repeatable 195 Course
q. Repeatable is the one that is related to the discipline

5. Enrolment Strategies-Chris Hill
a. Committee came back together a couple of years ago in ‘crisis mode’
b. CH displayed Charge of the ER Committee
c. CH informed on removal of redundancies in the charge
d. Going to ADSOC next
e. Previous Charge made it a ‘crisis’ committee now it is designed
(intended) to be ongoing
f. Question of this committee being a decision-making body or a
recommendation making body

6. Joel Castellaw (JC) brought forth Council of C & C Charge
a. Solicited changes/edits

7. Marketing Committee-Evan Wirig
a. Please update your brochures/flyers
b. Get them as a pdf to Lynnette Wilson & Jaime Gassert
c. Will be updated to the website as well

Important Dates
Friday, May 17, or Monday, May 20- Expected date for chairs & coordinators to receive Fall 2013 page proofs

Friday, May 24- Tentative date for C & C’s to turnin page proofs to deans

May 31, 2013- Purchase Requisition deadline

Jue 6, Revised deadline for instruction to submit Spring 2013 grades