

# Pierce College

## Department Council Agenda Tuesday, January 12, 2016, 1:30–3 p.m. College Services Building Conference Room

**Attendees:** Michael Van Dyke, Sara Harvey, Adrian Youhanna, Mary Anne Gavarra-Oh, Ida Blaine, Bob Lofrano, Susan Rhi-Kleinert, Rudy Dompe, Patricia Doelitzsch, Kathy Oborn, Mitra Hoshier, Larry Thouin, Joan Schneider, Donna-Mae Villanueva, Sheri Berger, David Schamus, Jennifer Rosenberg, Beth Benne, Anna Bruzzese, Donna Accardo, James McKeever, Jose Luis Fernandez, Sheri Lehavi, Crystal Kiekel, Kalynda McLean

**Guests:** Al Guerrero, Taia Davis, Capt. Cheryl Newman-Tarwater, Bill Dunkin

The meeting was called to order at 1:35 pm

No.	Item	Presenter	Time
1	Approval of December 8, 2015, Minutes <ul style="list-style-type: none"><li>• Approved</li></ul>	Berger/Clark	3
2	Budget Preparation <ul style="list-style-type: none"><li>• Ignore emails that were sent informing of new budget process for 16-17 fiscal year. This new process will instead be implemented for the 17-18 FY. It was to introduce you to the Planning Budget Formulation which is to move online on the Portal versus on paper.</li><li>• The overview is that an electrical notification will be sent to log in to Portal to view your budget preparation. It's supposed to be an intuitive system that will move to the Dean to review then to the VP, all electronically.</li><li>• In February you will receive paper budgets to ensure you have all your staffing correct. Non-staff budgets will go through the same process as before which is a calculation of FTEF with consumer price index adjustment and incorporate the Resource Allocation process.</li></ul>	Victoria Romero/Bruce Rosky	10
3	Freshman Academy and Summer Bridge <ul style="list-style-type: none"><li>• Copies of Freshman Academy summary distributed with Summer Bridge flyer.</li></ul>	Joanna Zimring-Towne	15

	<ul style="list-style-type: none"> <li>• Summer Bridge is the same. Increased teacher training/preparation to integrate courses more fully.</li> <li>• Freshman academy was approached last year but didn't work as well. Last year we focused on summer bridge students but there was not a lot of interest from this group. So we are changing recruitment and timing.</li> <li>• This year it will be open to the entire 1<sup>st</sup> year student body. It's a great summer bridge alternative for those who cannot do it.</li> <li>• It will offer free textbooks to English and Math in basic skills classes. These student-friendly benefits will hopefully get more interest.</li> <li>• We will also be taking away one of the classes, from 14 units to 12 so students can choose their own class or elective. 1 cohort is 35 units.</li> <li>• Please help to identify faculty members to spend just a few hours with us to help integrate the classes better.</li> </ul>		
4	<p>The Sheriff's Office: Dealing with Student Discipline Issues</p> <ul style="list-style-type: none"> <li>• The Captain of Community College Bureau came to address Department Council on the issue of untreated mental health.</li> <li>• Security staffing has increased in LACCD with the creation of START team (School Threat Assessment Response Team) at each campus, hoping to reach out to faculty. LACCD is the only district in nation to have a team like this.</li> <li>• District START consists of the Department of Mental Health (DMH) social worker and several deputies.</li> <li>• Unusual behaviors often go unreported. They encourage paying attention and being vigilant.</li> <li>• Faculty should report right way to BIT any behavior issues. This also includes depression and/or suicidal behaviors.</li> </ul>	Captain Cheryl Newman Tarwater	30

	<ul style="list-style-type: none"> <li>• Al Guerrero receives all BIT reports, if it's disciplinary he forwards to Juan Carlos (Dean of Student Engagement). If it needs further attention he'll forward to START.</li> <li>• The START team focuses on intervention and follow-ups once the student is suspended or expelled. They might see emails or they might look for people to blame, or become displaced. The START team has been able to reach out to people/students and see that most have been receptive.</li> <li>• START also provides intervention or assessment. Once the person of concern is identified, DMH runs background checks and law enforcement looks at records. They interview other students and do voluntary assessments.</li> <li>• They also determine what merits mental health vs. disciplinary intervention. They follow them for a year and see their environment and see what their needs might be.</li> <li>• The SMART team has the ability to follow up with students even though they are no longer enrolled or stopped taking classes.</li> <li>• Brochures for START were distributed and more available in Sheriff's office if faculty are interested in participating or providing feedback.</li> </ul>		
5	<p>Announcements</p> <ul style="list-style-type: none"> <li>• Rooms that will be off-line in summer, but still on Fall room allocation sheet. Hopeful NOM will open, but we'll know sometime before August if we're very off schedule.</li> <li>• For Fall still schedule in those rooms. It's easier to move rooms later.</li> <li>• For Summer put "no room."</li> </ul>	Sheri Berger	12
	Adjournment -2:45 pm		
			70

<b>2015–2016 Department Council Schedule of Meetings</b>	
<b>2015</b>	<b>2016</b>
Tuesday, June 9, Graduation Day	Tuesday, January 12, 1:30–3 p.m.
Tuesday, July 14, 1:30–3 p.m.	Tuesday, February 9, 1:30–3 p.m.
Tuesday, August 11, 1:30–3 p.m.	Tuesday, March 8, 1:30–3 p.m.
Tuesday, September 8, 1:30–3 p.m.	Tuesday, April 12, 1:30–3 p.m.
Tuesday, October 13, 1:30–3 p.m.	Tuesday, May 10, 1:30–3 p.m.
Tuesday, November 10, 1:30–3 p.m.	Tuesday, June 14, 1:30–3 p.m.
Tuesday, December 8, 1:30–3 p.m.	Tuesday, July 12, 1:30–3 p.m.