

**Department Council Minutes
Tuesday, February 14, 2017, 1:30–3 p.m.
College Services Building Conference Room**

MINUTES

Attendees

Elizabeth White, Adrian Youhanna, Melody Cooper, Martin Karamian, Sara Harvey, Patricia Doelitzsch, Barbara Anderson, Lyn Clark, Natalia Grigoriants, Rudy Dompe Donna Accardo, James McKeever, Shilo Nelson, Paula Paggi, Larry Thouin, Sheri Lehavi, Jill Connelly, Joan Schneider, Michael Gend, Dale Fields, Kaycea Campbell Maria Perser, Wendy Bass Keer, Ida Blaine, Susan Rhi-Kleinert, Mary Anne Gavarra-Oh, Donna-Mae Villanueva, Tom Vessella, Sheri Berger, Kalynda McLean, Anna Bruzzese, Sharon Dalmage and Margarita Pillado

Absent

Fernando Oleas, Phyllis Schneider, Yeprem Davoodian, and Oleg Bepalov.

The meeting was called to order at 1:35.

No.	Item	Presenter
1	<p>Hiring Committees & EEOs</p> <ul style="list-style-type: none"> • A few departments are hiring this semester. • This year, EEO trainings are being done all at once as a group; so far, two departments have participated. • Three trainings were sent to Senate for approval <ul style="list-style-type: none"> • Pending – Issue • Hiring Committee training dates: TBD 	Sheri Berger
2	<p>LA College Promise (Pierce Promise)</p> <ul style="list-style-type: none"> • A taskforce has been created in collaboration with LAUSD and LACCD. • Fall 2017 - 1st group of students to pilot Pierce Promise • What is Pierce Promise? <ol style="list-style-type: none"> 1. Free tuition for 1 year (up to 30 units) for 2017 graduates of a LAUSD high school or charter high school within the LAUSD service area. 2. Priority registration 3. Guaranteed enrollment in English and Math classes • Requirements 	Will Marmolejo

	<ol style="list-style-type: none"> 1. Apply for financial aid 2. Complete AOC 3. Apply by the deadline – May 1st, 2017 4. Take 12 units each semester (Fall and Spring) 5. Maintain a minimum 2.0 GPA 6. Sign a contract <p>http://www.piercecollege.edu/students/promise/faq.asp</p>	
<p>3</p>	<p>Departments Issuing Certificates</p> <ul style="list-style-type: none"> • Departments may not issue any certificates in the name of the college <ul style="list-style-type: none"> ◦ This includes skills certificates that are no longer in the catalog • One skills certificate (Music) is currently pending for approval • E-64 clearly states that only the College is able to issue certificates (through the graduation office). • Certificates of completion are available through application in the graduation office. The Department does not issue them. • Recognitions of Achievement can be issued by the department. • If a certificate is not listed, you may submit through the curriculum process. 	<p>Sheri Berger</p>
<p>4</p>	<p>Dual Enrollment Update from VC Cornner</p> <ul style="list-style-type: none"> • Update: Currently waiting for reply from Vice Chancellor <ul style="list-style-type: none"> ◦ We must follow the contract in regards to seniority list. If someone refuses, it's a refusal. • Getting more contacts from different high schools <ul style="list-style-type: none"> ◦ Pending Ideas: Textbook adoptions ◦ High schools are willing to buy for 3 years; however, they need assurance that instructors will be using the same book as an investment for the students. ◦ Access Code <ul style="list-style-type: none"> ▪ H.S. won't pay for them ◦ High School students can't purchase any books, access codes, or instructional materials; it's against the law. ◦ Instructors are able to upload class materials through Canvas 	<p>Sheri Berger</p>

	<ul style="list-style-type: none"> o Wendy – Once students are officially added, they are added to Canvas. <p>NEW SIS starting next Fall 2017. No more add slips.</p>	
5	<p>Enrollment Update</p> <ul style="list-style-type: none"> • As of February 14, 2017, Pierce College enrollment is up 2%. However, exclusion is lower than previous semester. • Census is Monday (February 06, 2017), 8 calendar days to submit. Reminder sent by VP Berger beginning of the semester. • District as a whole is down 2% • Direct Studies <ul style="list-style-type: none"> • Is direct study repeatable? <ul style="list-style-type: none"> • Direct Study 185 is no longer repeatable • Students can take 285/385 – more assignments/bigger tasks • Fees - \$15 per units • Per Title V, it's repeatable if they meet one of three criteria: <ol style="list-style-type: none"> 1. Require repeatable in order to transfer and states in lower divisions prep in the areas such as music. 2. Intercollegiate Athletics competition 3. Academic Intercollegiate • VP Berger requested audit info for more clarifications, currently waiting/pending for response 	Sheri Berger
6	<p>NOM</p> <ul style="list-style-type: none"> • Academic Affairs/Administrative Services are now in Alder Building • Problems/Issues with rooms, desk, lighting, doors, furniture's, etc., please forward them to Dept. Chairs. Chairs will forward to Dean, Dean forwards to VP • Computer Issues: inform Dean and cc Mark Henderson and Larry Kraus • Please remind all faculty to lock the doors in classroom. 	Sheri Berger

7	<p>Announcements:</p> <ul style="list-style-type: none"> • District Strategic Plan Forums - two open forums on February 28, 2017 from 10am – 12pm and 3pm – 5pm in the Great Hall • Summer A – Improvement project on the pavement on the roadways during summer. Paul Nieman will provide more info in May. • SIS Training – 2 sessions – 9am-12pm or 1pm-4pm Locations: TBA <ul style="list-style-type: none"> ○ Recommended to attended. Training is about schedule changes. Once SIS takes effect, paper change form no longer available • Faculty Evaluation Training <ul style="list-style-type: none"> ○ May 12, 2017 District hosting from 8:30am-12:00 at Great Hall 	Sheri Berger
8	<p>Department Highlights</p> <ul style="list-style-type: none"> • Black History Month: Blatigenous Presents: Dear White People and 4 Little Girls Date: February 27, 2017 • Black History Month: Blatigenous Presents: CHI-RAQ – Date: February 28, 2017 • Black History Month: Black History Artcon – Date: March 02, 2017 • STEM Week – Date: February 22 & 23, 2017. 	All Department Chairs

Department Council Meeting Dates

2016-2017 Department Council Schedule of Meetings	
2016	2017
Tuesday, July 12, 1:30-3pm	Tuesday, January 10, 1:30-3pm
Tuesday, August 9, 1:30-3pm	Tuesday, February 14, 1:30-3pm
Tuesday, September 13, 1:30-3pm	Tuesday, March 14, 1:30-3pm
Tuesday, October 11, 1:30-3pm	Tuesday, April 11, 1:30-3pm
Tuesday, November 8, 1:30-3pm	Tuesday, May 9, 1:30-3pm