



Department Council Minutes
Tuesday, June 12, 2018 1:30–3:00 p.m.
College Services Building Conference Room

MINUTES

Attendees

Adrian Youhanna, Melody Cooper, Martin Karamian, Sara Harvey, Patricia Doelitzsch, Yeprem Davoodian, Natalia Grigoriants, Alyce Miller, Donna Accardo, James McKeever, Elizabeth Cheung, Shilo Nelson, Paula Paggi, Jill Connelly, Michael Gend, Dale Fields, Maria Perser, Ida Blaine, Joleen Voss-Rodriguez, Sharon Dalmage, Mary Anne Gavarra-Oh, Susan Rhi-Kleinert, Tom Vessella, Donna-Mae Villanueva, Margarita Pillado, Sean MacDonald, and Susan Armenta

Absent

Shannon DeVaney, Fernando Oleas, Kaycea Campbell, Moriah Van Norman, Phyllis Schneider, Wendy Bass Keer, Amari Williams, and Kalynda McLean

No.	Item	Presenter
	The meeting was called to order at 1:31 pm.	
1	<p>Letter from outside organizations</p> <ul style="list-style-type: none"> • If you get a contact from an outside organization or even individually, do not immediately respond; talk to administration and then await instruction, as there may be legal ramifications when responding to such inquiries 	<p style="text-align: center;">Tom Vessella</p>
2	<p>Allocations Spring 2018</p> <ul style="list-style-type: none"> • There have been questions about allocations and how they are given. A list of Spring allocated and actually-utilized hours by department is passed out to present chairs so they can view their allocations from the last three Spring semesters to track trends • Enrollment is down, which means fewer students, which means more consideration for how we manage hour allocations • When we allocate more hours than are actually taught, or when fill rates are low, this signals to administration to reconsider allocated hours in future semesters • We may need to consider creative, alternative offerings (e.g. different times, better efficiencies, more DE classes, etc.) moving forward in order to avoid reducing sections 	<p style="text-align: center;">Tom Vessella</p>

	<ul style="list-style-type: none"> • The galleys must be done so far in advance per a state mandate that considers education plans, in addition to the fact that scheduling timelines are now District-wide • Discussion about needing greater customer service to students in person, on phone, and electronically, as well as mobile connectivity for student ease of use to make their experience more positive and improve student retention, as well as long-term goals for addressing declining enrollments including classroom paradigm shifts and targeting strategic demographics 	
<p>3</p>	<p>Winter Time Block</p> <ul style="list-style-type: none"> • Winter galleys will be coming to the Chairs' boxes on July 5 • January 2, the start of the winter intersession, is a Wednesday. This means that the intersession will be reduced by two Mondays and a Tuesday • Different scenarios are passed out which offer options for how best to schedule the intersession given this limitation: a 17 class day, 19 class day, and 22 class day schedule • These informational scenarios will be considered with a work group which will be implemented to discuss scheduling preferences with whomever is interested in relating their input • TookWhile an online intersession might be a good solution in some ways for a compressed timeline, this would eliminate the ability to offer lab science classes and a lack of eligible DE-certified instructors might present a challenge when staffing • Summer B of 2019 might be a good time to offer an online-only intersession and can be considered at a later date • The group requested an informal poll. The chairs favor a 17-day schedule with a 19-day schedule 13-2. There were no votes for 22 days 	<p>Donna-Mae Villanueva</p>
<p>5</p>	<p>Funding Formula</p> <ul style="list-style-type: none"> • Current formula: 70/20/10 (enrollment/financial need/performance [counted by points based on degrees, certificates, units taken in CTE, and transfer]) • Move in three years will be to: 60/20/20 (enrollment/financial need/performance) • This may in fact favor Pierce and can bolster numbers in some programs • We will have three years to make this transition • District is well-positioned considering the high level of students in need 	<p>Tom Vessella</p>

	<ul style="list-style-type: none"> • This reflects what was done in K-12 • AB 705, which affects prerequisites, can influence this model as well, in particularly in basic skills courses 	
5	<p>Transition</p> <ul style="list-style-type: none"> • A. Youhanna will be stepping down and M. Gend will be taking over as 1st Vice President of Academic Policy on July 1 • Interim President still has not been announced, so Acting positions are still in effect • Interim President positions can last between six months to over a year; two years is the maximum limit for the position • The next DC meeting will have a clearer picture of what is going on with administration 	Tom Vessella
6	<p>Other Business</p> <ul style="list-style-type: none"> • AFT 1521 CBA Article 25 (E)(8) deals with adjunct instructors not able to attend on the first day forfeiting their assignments: "However, a faculty member may not begin a new assignment offered under Article 16 unless he/she is able to begin performing the duties of the assignment when it commences" • Several faculty requested that A&R provide information regarding census dates, grades, exclusions, etc. for both session A & B, as well as regular semesters • Still awaiting instruction on whether active enrollment rosters are necessary for regular semester, let alone intersession 	All
7	<p>Department Highlights</p> <ul style="list-style-type: none"> • Y. Davoodian: 89% admit rate to UCLA from Honors program this year • I. Blaine: Encore signers at Calabasas high sold over 600 tickets and filled every seat in their auditorium • Y. Davoodian thanks M. Gend for use of theater last year • S. Rhi-Kleinert: acknowledging S. Nelson for her tenure as chair over Kinesiology and having taken over the role with aplomb to help steer the department's change and success • D. Fields: students in performing arts giving end-of-semester performances: check them out and support them! • S. Rhi-Kleinert: Three Psychology winners in the Faculty Gala Awards • D. Villanueva: Tuesday July 31 in the Old Library will be a PeopleSoft training with D. Koehnlein • D. Accardo: thanks M. Gavarra-Oh for her leadership, guidance, and support • A. Youhanna: thanks D. Villanueva for her support as well 	All

	<ul style="list-style-type: none">• J. McKeever: thanks S. Rhi-Kleinert for her straightforward guidance• S. Dalmage: thanks for being patient and considerate community extension summer camp	
	Adjournment: 2:54 pm.	