Meeting called to order at 1:35pm

1. Minutes  September 3, 2014 – tabled for next meeting

2. Academic Affairs  M. Allen
   a. Winter Intersession
      • 5-weeks starting January 15
      • All other District colleges offer winter session, so we want to make sure and have a presence. LAMC typically provides the lowest enrollment costs of all 9 campuses for our regular sessions.
      • Irma will send to the chairs the Winter ’14 galleys for reference.
      • Some ideas for the winter session:
         o to save costs but retain FTES, possibly an all online winter session
         o try to keep all classes in one building; however, HFAC, CCDS and CAI will be open anyway during winter intersession.
         o It’s important for the on-campus classes to be completely filled.
      • VP Allen will send a proposal for winter offerings to the chairs for feedback.
   b. Spring Galleys and Scheduling
      • There was a question whether there are more hours still available. VP Allen asked the chairs to send him their proposals.
      • A discussion followed about specific requests from various departments. Gary, Jan and Louise will meet with VP Allen after the meeting; others should email him their requests.
   c. Bachelor’s Degrees
      • The governor has signed a new proposal from the state chancellor to give 2-year colleges the ability to grant Bachelor’s degrees.
      • 15 Colleges will be chosen by the State Chancellor’s Office. VP Allen would like Mission to participate in the pilot program. We must identify the need, and submit a prepared list to the state. It cannot be a BA or BS that is already offered by CSUs or UCs.
      • Some suggestions from the floor:
         o Multimedia
         o Early Childhood Education, Early Intervention/Special Needs
         o Technical training for industry, such as construction inspectors, computer-aided manufacturing such as CNC operators, AutoCAD, etc. Bob was asked to do some research in this area.
         o Allied Health Care Services
         o General Human Services. Myriam was asked to look in to this.
   d. Faculty hiring
      • LAMC needs to be more proactive in advertising our faculty positions. Dr. Perez supports this. Department chairs should send VP Allen the sites you want to advertise in and cc Dorothy.
      • AA will send the chairs an information sheet on hiring and searches.
e. High School Enrollment Wendy Rivera
   • Wendy is the new outreach/concurrent enrollment coordinator. She discussed the process of getting a college class approved for offering at a local high school.
   • High school enrollments are above and beyond regular department allocations.
   • There will no longer be paper applications for enrolling high school students. Everything will be electronically processed. Wendy will process students from each school as a group.
   • Students can be assessed for appropriate skill level prior to enrollment.
   • It was suggested that a couple chairs shadow Wendy in the beginning on her high school site visits to help ensure all issues are covered.
   • Wendy’s office is in the lower level of the Campus Center.

3. Accreditation – new members
   • Danny Villanueva and Kelly Enos will serve as ASC co-chairs.
   • Michael Allen will serve as ALO.
   • David Garza will serve as the Non-Classroom Faculty member
   • The floor was opened for nominations for the Department Chair vacancy on ASC. Deborah Paulsen was nominated by Leslie, motion seconded by Myriam and nomination approved by the committee.

3. Curriculum S. Pazirandeh
   a. AS/AA-t degrees need to be completed by December.
      • Studio Arts is on the next BOT agenda
      • Transfer degrees need to be aligned with CID
   b. Dean Hernandez spoke about the revised Curriculum committee meeting agenda.
   c. VP Allen talked about a recent visit to CSUN to research their Family and Consumer Studies program.

4. SLOs/Assessment
   • SLO Summit – Friday, Oct 17, 8:30 a.m. -1:00 p.m.
      o Bob Pacheco will be a guest speaker.
      o Breakfast and a box lunch will be served
   • We must be 100% completed by the end of December 2015 for our 2016 Self-Study.

5. Items from the floor
   • Deborah Paulsen is the new Drama Club advisor. She is working along with the Theater adjuncts on several projects.
   • Myriam Levy spoke about the reimbursement process for faculty conferences.

• Next Chairs and Deans Meeting: Wednesday, November 19, 1:30pm, CMS 205
• Next Council of Instruction Meeting: Wednesday, December 3, 2014, 1:30pm, INST 1005

Meeting adjourned 3:05pm
Transcribed by Susan Ghirardelli