COUNCIL OF INSTRUCTION
Agenda
Wednesday, February 3, 2010
1:30 PM – 3:30 PM
CC4

1. Minutes – November 4, 2009
   December 2, 2009
   Johnson-Hawkins

2. Articulation
   Hernandez

3. New Printing System
   Pearl / Tran

4. Curriculum
   a. Use of ECD
   b. Archiving Directed Studies courses
   Pazirandeh

5. Academic Affairs
   a. Class cancelations
      i. Student adds – (documentation)
   b. Attendance Accounting
      i. Mandatory electronic submission
         1. Exclusion Rosters (manual exclusion forms)
         2. Grade Rosters (S402 DEC screen)
      ii. Mandatory submission of original signature page
      iii. Fall 09 Delinquent Grades
   c. EAP
      i. Sexual Harassment training: March 4, 2010, 11:00am-1:00pm
      ii. Mental Health – March
   d. New Department Secretaries
      i. Proposed Supervision
         1. #1 Supervised by Said Pazirandeh
            a. Life Science, Physical Science, Social Sciences
         2. #2 Supervised by Eloise Cantrell
            a. ESL, Professional Studies, Foreign Language/Chicana Studies
         3. #3 Supervised by Pat Flood (Maryland)
            a. Business & Law, Child Development, Arts/Humanities/Media
   e. Adjunct Department Reps – Elections
   f. Seniority Lists
   g. Plagiarism and Dishonesty (Mekelburg)
   h. Facilities (Discussion)
      i. Library Renovation
      ii. LRC Relocation
   i. SLOs & Assessments
   Flood

7. Chairs’ Council
   Smazenka

8. Dean Reports
   Atkinson-Alston, Brinkman, Swerdlow

9. Items from the floor

10. Next Council of Instruction Meeting Dates
    i. March 3, 2010
    ii. April 7, 2010
    iii. May 5, 2010
    iv. June 7, 2010