**Deans’ Council Notes**

**November 15, 2018**

**9:30 am**

**In Attendance:** Dale van Dam (VP Instruction, RC), Todd Davis, (Dean of Instruction, Div. A), Shelly Conner (Dean of Instruction, MCCC/OCCC), Shannon Solis (Dean of Student Services, RC), David Clark (Dean of Instruction, Div. C, RC), Darin Soukup (Director of Oakhurst CCC), Ganesan Srinivasan (Dean of Instruction, MCCC/OCCC)

**Guests:**

**Review Meeting Notes 11/8/18**

* Send Sarina any corrections

**Take Stock Moment**

* Nearing the end of the semester. Find a way to get through it, take time to destress

**AEBG Budgets**

* 2018 funds
	+ Changed amount of space rental to $8700
	+ Course catalog $2500
	+ Smaller residual to $2485
		- Could be used for another 40 hours for counselor
	+ It is on Madera to get all of those pieces in place
	+ ALL must be expended before December 31st
* 2019 funds
	+ Needed to add in release time for David Nippoldt
		- Subject to clarification for exact amount for his release
	+ Took it out of VROP offerings
		- SP 19-EMT/Welding
		- FA 19-Auto
	+ Still leaves residual of $2950
	+ Don’t automatically assume we have extra hours for counselor
	+ It will be looked at in the future if remains near the end

**Online Faculty Onboarding**

* List of items in meeting notes
* Once compiled send to Sareng at HR

**Update on Evaluation Form**

* Dale requested info on 2 questions from last week, have not gotten answers
* Did briefly speak to Juliana
	+ Thinks a small workgroup needs to meet to work on these heavier issues
* No budget for this year for Liaisons, should be requesting for next year
* Just because faculty is doing an evaluation does not mean automatically liaison and getting paid
* David has done evaluations of all faculty, VROP, HS teachers, etc. has treated them as adjunct
* Partnership with VROP seems to be hands off
	+ They handle everything their way with no consultation with college
* Some type of evaluation must occur to ensure rigor of class, make sure same as taught at college on campus
* Problems with DSPS accommodations
* Problems with HS and college students in same class
* Updates at MCCC
	+ Met with Liberty HS to start dual enrollment in fall
	+ Doubling number of courses at Madera High and Madera South this year
	+ Classes offered at HS during day
		- Verify with George Cartwright course being offered at Liberty

**Division Reports**

* MCCC-grant deadlines,
	+ Walmart grant-FCC & MCCC training incoming workers
	+ Apprenticeship grant

**Review Department Chair & Division Rep Release Time and Assignments**

* All division reps at MCCC getting 3 LHE
* RC Dept. Chair of Counseling still serving MCCC & OCCC but getting same as MCCC Div. Rep
* RC Dept. Chair should be bumped up if covering all campuses
* Should Gracie/Div. Rep be doing duties at MCCC/OCCC?
* Release time based per campus
* What are tasks that div re does at MCCC?
	+ Over 10-15 faculty
	+ Hold meetings
	+ Scheduling
	+ Hiring adjuncts
	+ Evaluations
	+ Budget
* Seems to do exactly what department chair does except for Curriculum, PR and Equivalency
* MCCC hired Div. Rep for Counseling/Student Services, but RC Dept. Chair still doing same duties as before

**RC Only**

* Evaluations lists
	+ Sarina almost done compiling
	+ Send specifically to Juliana
	+ Send to Dale first
	+ Will HR need a copy/scan of ones they show are missing
	+ All copies of adjunct coversheet needs to be scanned to Sareng
	+ This semester tenured/tenure track
		- Final meeting week 15/16 per contract, but faculty not available to meet
		- Most will be done and to Dale during 18th week
		- Good idea to set dates at the beginning of the seme4ster and work backwards with deadlines

**Check-In**

**Events & Deadlines**

**Next Meeting: November 29, 2018**