**Deans’ Council Notes**

**February 28, 2019**

**9:30 am**

**In Attendance:** Dale van Dam (VP Instruction, RC), Ganesan Srinivasan (Dean of Instruction, MCCC/OCCC), Marie Harris (Dean of Instruction, Div. B, RC), Shelly Conner (Dean of Instruction MCCC/OCCC), Todd Davis (Dean of Instruction, Div. A), Leticia Canales (Dean of Student Services, MCCC/OCCC), Darin Soukup (Director of Oakhurst CCC), Claudia Habib (VP of Madera and Oakhurst CCC), David Clark (Dean of Instruction Div. C)

**Guests:** Melanie Highfill, Interim VP Administrative Services

**Review Meeting Notes 2.21.19**

* Send Sarina any changes
* There will be no notes for 2.14.19

**FTES Projections**

* For credit FTES
* Dale compiled from Tableau from 14-15 until now
* Assumption is that RC will be flat, MCCC will continue to grow, OCCC may be flat as well.
* With change in funding formula se no reason to maximize FTES growth. Should be putting funding into other areas of funding formula and Vision Goals
* Target FTES 2019-2020, Dale’s calculations
	+ MCCC- previous growth in summer based on past with no classes and building schedule. Don’t feel they can sustain huge growth forward. Built schedule based on last year’s schedule. Can’t add classes due to space. Could maybe increase 4% by increasing fill rates.
	+ Maybe plan for more growth next summer
* Should be looking at efficiency now as opposed to adding sections
* Going to also use current schedule 19/20, estimate what FTES looks like currently and compare to 18/19.
* Should we even do 1% for fall if we are flat? There has been trend of slight growth each year.
* Wil district front money for growth like this year?
	+ Dale hasn’t heard
* Schedule going online tomorrow. Students will begin registering mid-March. A little late to start changing now.
* Dale couldn’t find data on non-credit FTES on Tableau
* RC has very little non-credit, mostly ESL. Amount has been decreasing. Could be due to increasing offerings at Adult Schools (in RC area).
	+ MCCC seeing growth in ESL Non-credit classes off campus
* Dale is being asked to submit to Cheryl Sullivan

**Evaluations**

* Just want to keep on radar to keep updates
* What we get from district is still not updated
* Please update spreadsheet on what has changed since Nov 2018.
* Sarina will post on All Deans, please keep that master spreadsheet updated. Just update your tabs.

**Revised SEM Academy Application**

* Took out references to MCCC because MCCC will submit own app
* Need to replace MCCC team members
* Need IR person
* Rebecca Snyder
* David Clark

**Other**

**Division Reports**

**RC Only**

* Life Science Building
	+ Will be offline May 24-Aug 2 (10 weeks). If postpone removal of LFS A, B, C could classes be moved from LFS to LFS A, B, C
* Portables Configuration (Portables 1-5, currently RMCHS)
	+ Would we prefer individual desks or tables?
	+ Desks in port 1-4 would seat 30
	+ Desks in port 5 seat 40
	+ Are rooms ADA compliant?
		- Would have ADA desks close to entrance, aisles would not be
	+ Would like to have a room closer to 50
		- In portable 5, could we use 16 8-foot tables and seat 3 at each table, one large aisle in the middle?
		- Melanie will check with Mike
		- Could we get portable laptop carts in portables 1-4 for English classes
* Strategic Initiatives Prioritization
	+ Each dean prioritized area
	+ Dale will create master prioritization for Instruction
* GE Requirements for Mech Ag, Washington Union HS
	+ Went with CSU transfer requirements instead of local degree and all took Psy 2
	+ Have not completed government requirement, Polisci 2
	+ Booked in summer with classes
	+ Polisci 2 not approved for online until Fall 19
	+ Requesting waiver of Polisci 2 requirement for local degree for this group
	+ May not have taken government at High School class, either to get diploma
	+ 13 students at WA Union
	+ Do we have Sanger students as well?
	+ Does Academic Senate or Academic Standards have to approve.

**Events & Deadlines**

* Title IX Audit March 5th @ 8:30 am DO Conference Room
* CVHEC Coreq Workshop March 21st

**Next Meeting: March 7, 2019**