**Department Chairs Meeting**

**Thursday January 6, 2011**

**12:00 pm**

**Attending:** Everett Sandoval, Case Bos, Janice Ledgerwood, Eileen Apperson, Michael van Wyhe, John Heathcote, Barry Warmerdam, David Tikkanen, Randy Whited, Marilyn Behringer, Jan Dekker, Bill Turini

**Review Meeting Notes: December 7, 2010**

* Change bullet under reading to read “…are only minimally qualified”

**Fall 2010 Grades**

* Congratulations to you and all faculty
* Original list of missing grades only contained 8 people
* By Tuesday it was done to two, by Wednesday 0.

**Department Chair Meeting Schedule**

* Remain on the 1st Tuesday of every month at 1 pm in the PCR.

**Prioritization Results**

* All rankings were received, totaled and ordered
* 1st-Forestry and NR-already advertising for an instructor
* 2nd-Reading replacement-based on anticipated retirement
	+ Received Ruben Delgado’s retirement letter today
* 3rd-EH/Ag Tecnology
* 4th-Dental
* 5th-Biology
* 6th-Counseling
* 7th-Math
* 8th-Aviation
* No idea how many positions we will have at this point

**Summer/Fall Schedules**

* Need to be back in no later than Monday, January 10th
* Cheryl downloading on the 14th
* Learning communities’ deadline is today
	+ Will send schedule to department chairs to review learning communities
* We will go back to scheduling in Bus 40, all class moves as a result of that room will return to as before
* Summer was originally cut by 1/3, need to now cut by ½ (of original)
	+ Idea to change registration for new students to May for summer to give returning students priority in summer classes
	+ Up to faculty to decide on distance ed classes
	+ Use discretion when cutting, basic skills and entry level priority

**Spring 2012 Schedule**

* Will need to probably cut another 4% from this Spring to next Spring

**Willow International Flex Day**

* Accreditation meetings-on Willow accreditation only

**Final Rosters Spring 2011**

* Will faculty get final rosters?
* Should be one button in WebAdvisor where faculty can push to download final roster

**What’s going on after last session today?**

* FASS-Art 154
* Business-BUS 43
* RDLNG-Hum 58
* Math-Math Center
* Comm-CCI-201
* IND-IND-15
* Science-PHY-76
* PE/Health-FB Staff Room

**Flex**

* Flex can be done at anytime that does not interfere with class time or office hours

**Division A**

* Can temporarily report to Marilyn

**Next Meeting: February 1, 2011@ 1:00 pm in the PCR**