**Dean of Instruction Meeting**

**June 28, 2012**

**9:30 am**

**In Attendance:** Marilyn Behringer, David Clark, John Fitzer, Jim Chin

**Review of Meeting Notes**

* Sarina revise as requested and resend

**VP Update**

* Federal Work Study
  + We received a little extra money this year
  + Office of Instruction received 20 positions instead of 19
    - Gave extra position to Mech Ag
  + Madera will be meeting with Michael to review their requests
* Catalog
  + Almost ready to go to bid, should be back before school starts
  + Cutting back on number of hard copies printed
  + Making same amount of CDs
  + Willow will only pay their percentage not half
* Integrated Planning
  + Endorsed by all
  + Finally finished
* Accreditation Response
  + Sent rough outline last week of semester
  + Been turned into nice narrative draft
  + Still need to insert evidence
  + Needs to be kept up to date until mailed
* Budget
  + Governor signed, dependent on tax proposition passing. If it does not pass looking at 7 ½% cuts
  + If it passes, saying no cuts, but will still delay payment
  + District budget based on worst case scenario with the 7 ½% cuts
  + Marilyn emailed statement from State Chancellor

**Fee Based Classes**

* Met with Donna
* Back to square one with music classes, Dr. Capet wants all classes ran and charged the same
* Class and account not set up yet for EH class

**Middle College High School**

* Class will be held in Landscape Horticulture area this year, next year will be divided into two
* Third year will bring in portables
* George is taking out plants and using to landscape

**Summer/Fall Enrollments**

* If we look at now and Spring stays the same, we could go up to 93% capacity and not go over our FTES
* Madera is over by 9%, begin by cutting low enrolled classes for fall
* Oakhurst is under
  + Can be used to offset Madera

**Deans’ Updates**

* Division A
  + Canceled lowest level of ESL, only 4 levels left
* Division B
  + Not present
* Division C
  + Sent email to John, Jan and Michael regarding C6 meeting, needs to use resources at Reedley that can be used by C6
  + Wants to do work keys assessment early
  + Group filming on campus today, “Today in America” show spot on City of Reedley College
    - Staging two classrooms
  + July 9, C6 planning meeting at Bakersfield College
* Division D (Madera/Oakhurst)
  + Inquiring as to the two positions that might be moved to Madera, Dr. Capet is looking into, no decision as of yet

**Future Meetings**

* It was decided that even in absence of VP, Deans will continue to meet.
  + Sarina will prepare Agenda, Deans will send Agenda items to Sarina
  + Deans will take turns “leading” the meeting
  + Standing Agenda items: Faculty Handbook and Adjunct Orientation
    - Sarina will begin working on faculty handbook, need to incorporate Madera and Oakhurst info, Jim will send Sarina their handbook
* July 5th Sarina and David are off
* July 12th David is off
* July 19th John and Jim are off
* July 26th everyone will be in attendance