NOTES FROM 2/24/09

Attended: Ernie Smith, Linda Gibson, Susan Folmer, George Magellis, Martin Jue, Carol Pavan, Inge Bond, Paula Pritchett, Becky Perelli, Michelle Donohue, Joe McDevitt, Chris Oakes, Ginny Aragon, Cheryl Miller, Jean Finch, Tom Golbetz, Melissa Salcido, Maritza Cantarero, LeAnn McGinley, Irene Serna, Donna Brosamer.

Approval of Notes:

Notes from 2.10.09 were accepted as read.

VP Update

Dr. Smith reported on the ACCCA conference he attended last week. Two of his mentees from ACCCA graduated. He commented that the conference was very good.

Ernie reported that the Campbell lease for the building on Hamilton and San Tomas Expressway is going forward. We will be using that building instead of the facility on Bascom, the EDD facility.

Graduation is going to be held on this campus in front of AAS. It will be held on May 29, 2009 at 4:30p. A lot of work needs to be done in this area and bids are going out to take care of it.

Parking lots 4 and 5 will be fixed before next semester. We are in the process of starting that project.

Announcements for the hiring of the Vice President of Student Services and the President are out across the State. The committee is working with a consultant on a new brochure.

DCC Update
Late start classes are out but there are many more to come. There is a coordinated marketing effort to add more classes, so be on the lookout for them.

Tom reported that the on-line course evaluation procedures are ready. There will be a form online for students and for faculty.

The will be no full-time faculty hires for Spring 2009-10. But the process for proposals for Fall 2010 will start earlier than before. Proposals are due by April 2009 for hire in Fall 2010.

The window for retirement will be reopened for faculty to retire August 2009, but there is a small window from March 6 – March 18, 2009.

**College Council Update**

The main focus of the meeting was E&FMP.

The Student Gap Report was discussed and had interesting results which are being pursued. We asked for the results to see how we can use them.

The preliminary Accreditation Report was reviewed. There are 5 accreditation recommendations that we are working on to finish up.

CCBT – Becky will send around results again and if you have anything to add, or actions to be added please get to Becky by Thursday. Becky will take our concerns back to the College Council.

**NHA (National Health Assessment)**

Reported that 30% of our students are very stressed, and have dropped a class or missed an important project. What can we do to get more information out to students about our services to help them with this stress?

Michael Byers will be offering a Counseling 23A&B in the Fall which will focus on stress management through meditation. It was asked if he would be willing to do a late start this year with one of the classes. It was also mentioned that there are other counseling classes which have some stress releasing ideas which could also be taken. George mentioned that he is arranging a one-hour workshop for staff on working with the manual “How to Deal with Emotionally Distressed Students.” He will summarize the manual for easier use and training.
**Student Learning Outcomes**

LeAnn McGinley reporting on SLO’s said how we evaluate SLO progress and processes should be within our Program Reviews.

There will be a site visit in April as a follow-up on accreditation.

Our final revised SLO’s for programs should be in our new 2009-2010 catalog. Please look at your catalog revisions and turn them in to Linda Gibson by Friday of this week. LeAnn will be contacting all who haven’t finished regarding their SLO section in the catalog.

We are looking for and encouraging better feedback for the catalog.

**Enrollment**

Ginny reported that our enrollment is holding real strong. It is 11,191 and has dropped a bit but should go back up when all classes are entered and late starts are registered for. They are looking demographics for better reporting.

**Student Services Day**

We have 32 tables for Student Services day which is an all time high. There will not be hot dogs this year, but will offer snacks and root beer floats. There will be music and a table judging contest. If you would like to be a judge for the table decorations, please contact Michelle.

The next meeting of the Student Services Council will be **Tuesday, March 10, at 12:30pm in the Club Room.**