

**CONTRA COSTA COLLEGE**  
**President's Cabinet Meeting Agenda**  
**\*\*DRAFT\*\***

**Date:** Friday, April 24, 2015  
**Time:** 9:00 am to 11:00 am  
**Location:** President's Office

Item	Person(s) Responsible	Desired Outcome
1. Review Meeting Notes from April 10, 2015 President's Cabinet Meeting	Everyone	Approve for Posting
2. Draft the May 14, 2015 College Council Meeting Agenda	Everyone	Finalize for Posting
3. Spring and Fall 2014 Program Reviews	Everyone	Review and Finalize Program Reviews
4. Next Meeting: May 1, 2015	Everyone	Information

**President's Cabinet:** Agnitsch, Antone - Associated Student Union President  
Gilkerson, Tammeil - Vice President  
Greene, Erika - Classified Senate President  
Magalong, Mariles - Business Services Director  
Mehdizadeh, Mojdeh - Interim President  
Organ, Wayne - Academic Senate Faculty President

**Upcoming Meetings:** TBD

**CONTRA COSTA COLLEGE  
President's Cabinet Meeting  
NOTES**

**Date:** Friday, April 10, 2015

**Time:** 9:00 am to 11:00 am

**Location:** President's Office

Item	Outcome	Follow-up
1. Review Meeting Notes from March 27, 2015 President's Cabinet Meeting	Minutes approved	
2. Draft the May 14, 2015 College Council Meeting Agenda	Agenda	Tabled until April 24, 2015 President's Cabinet meeting
3. Spring 2014 Program Review	<p>Wayne and Antone indicated their reviews were incomplete and will be finalized at April 24, 2015 President's Cabinet meeting.</p> <p>Mojdeh presented the Spring 2014 Drama Program Review to Cabinet. Cabinet approved listed Recommendations and Commendations and added a few more suggestions.</p> <p>Cabinet agreed to table the Program Review validations submitted by Tammeil until the next President's Cabinet meeting in order to obtain her input for completion.</p> <p>Mariles presented Cabinet with the following Spring 2014 Program Reviews:</p> <ul style="list-style-type: none"> <li>✓ Foreign Language</li> <li>✓ AA in Spanish</li> <li>✓ Language Heritage Speakers</li> </ul> <p>Foreign Language - Commendations:</p>	<p>Spring and Fall 2014 Program Reviews to be included on April 24, 2015 President's Cabinet agenda. Mojdeh will forward Program Review template to President's Cabinet and entire Program Review distribution list.</p>

	<p>Cabinet agreed that standardized language should be used in the increase in student numbers through student outreach and that completion and success rates should be removed. All else will remain.</p> <p>AA in Spanish – Commendations: Cabinet agreed that self-start program strike-out and the funding of outreach and tutors will remain. Cabinet recommended that the department be advised to implement a plan to develop course offerings in the community.</p> <p>Language Heritage Speakers - Cabinet agreed that opportunities should be developed in order to expand the hybrid/online courses. Cabinet also agreed to remove recommendation for additional Arabic/Sign-Language courses as there was a lack of documented support for it.</p> <p>Wayne recommended that cabinet should determine and agree on final goals that departments should include. Mariles suggested that Cabinet highlight pertinent goals and if a goal is not agreed upon by cabinet, then that goal would not be included in the recommendations. Furthermore, if Cabinet agreed that a goal is worthy,</p>	
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	<p>it should be included as recommendation.</p> <p>Wayne suggested that Cabinet should become the final filter on goals and decide which will become commendations and recommendations. Cabinet members agreed that only items that are included on program goals should be included in recommendations.</p> <p>Wayne also suggested that moving forward, all reviews should first be sent directly to the department dean in order for the dean to determine the goals. Cabinet agreed on standardizing the look of the final recommendations and will use Mojdeh's template moving forward.</p> <p>Wayne and Mariles suggested personalized departmental meetings in order to clarify recommendations that meet Box 2A items. These items should be agreed upon by President's Cabinet Program Review, validated and included in President's review. If departmental changes occur between reviews, items should be reviewed again prior to including in program review. If program goals are achieved, they should not continue to be reported in program review. Cabinet agreed to accommodate changes that occur within departmental</p>	
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	<p>faculty for future program reviews.</p> <p>Wayne suggested that if goals overlap, they should be forwarded to Box 2A. Mariles suggested that all reviews correspond with DVC model and that all three colleges should have unified program reviews. Wayne indicated that a decision will be made at the final college council meeting. Recommendations will be forwarded from President's Cabinet to College Council to move forward with this standardized idea.</p> <p>Academic Senate to decide upon this idea and will report to President's Cabinet which will then present to the College Council as an informational items. Mariles suggested presenting this item to Management Council. Wayne suggested Management Council and Academic Senate should decide upon the standardization of the program reviews. Wayne indicated that Academic Senate is currently in favor of this standardization. Wayne recommended revising the program review template to include areas for resource allocation items in order to streamline the entire process. Mojdeh suggested discussing this idea with DVC representatives to see how process can be streamlined.</p>	
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3. Next Meeting: April 24, 2015		
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