

CONTRA COSTA COLLEGE
President's Cabinet

Date: Friday, February 5, 2015
Time: 9:00 – 11:00 a.m.
Location: AA-203

ITEM	DISCUSSION	ACTION ITEMS
1. Review of Minutes from Dec. 11, 2015, meeting.	Minutes were approved.	No action necessary.
2. Program Review / Validation Reports: Spring 2016 Units	<p>Program Review was discussed and assignments made for the member who will take responsibility to draft the department's final recommendations prior to the end of the term.</p> <p><u>Erika Greene:</u></p> <ul style="list-style-type: none"> • Social Science <p><u>Beth Goehring:</u></p> <ul style="list-style-type: none"> • CNA • Nursing <p><u>Mariles Magalong:</u></p> <ul style="list-style-type: none"> • Early Childhood Education • Math <p><u>Mojdeh Mehdizadeh:</u></p> <ul style="list-style-type: none"> • Admissions and Records • Business Services <p><u>Tammeil Gilkerson:</u></p> <ul style="list-style-type: none"> • Counseling • Puente <p>President Mehdizadeh suggested that Program Review be discussed in detail at the next Planning Committee meeting to assess process for determining what area/units must undergo program review.</p>	<p>Michael to add Program Review to the next agenda of the Planning Committee meeting. - Michael</p>

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3. Auditing Classes	<p>Beth Goehring opened discussion about CCC and auditing class with the following points/questions:</p> <ol style="list-style-type: none"> 1) Asking for clarification on the CCC audit policy 2) Is there a limit to how many times a student can audit a course? 3) Are there any potential ACCJC audit problems if students audit a course more than one time? 4) Can we find a way to have auditing students show up on our rosters? 	Mojdeh to investigate cases where students have been denied audit placements in classes. - Mojdeh
4. Review of CCC Enrollment Data	<p>Mojdeh indicated that a report is due to the Board about each college's enrollment management efforts focusing on:</p> <ol style="list-style-type: none"> 1) Recruitment 2) Retention 3) Completion 	-Data will be compiled and then sent to the District during the week of Feb. 8.
5. Draft College Council Agenda Items	College Council agenda was drafted, specifically items related to the Measure E presentation and an item related to electronic storage of documents needed for the accreditation process.	Michael to finalized College Council agenda and distribute, post, and publicize.
<p>6. Updates:</p> <ul style="list-style-type: none"> -Management Council -Academic Senate -Associated Students -Classified Senate 	<p><u>MC:</u></p> <ul style="list-style-type: none"> • Mojdeh spoke of the managers in MC presenting on their respective departments and how it cross pollinates ideas for each department's good. • Mojdeh spoke of the Hay Group study of job classifications that is currently in the works. • She spoke as well of the sick policy leave for hourly employees. <p><u>Academic Senate:</u></p> <ul style="list-style-type: none"> • Beth Goehring spoke of the Program Review: Self-Study and Validation Team training that was done on All College Day. • Faculty hiring online test is near completion. It is being tested currently before the roll-out. 	No action necessary.

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<i>(Updates, continued)</i>	<p><u>Classified Senate:</u></p> <ul style="list-style-type: none"> • Erika Greene is working on the EEOP. • Classified trip/conference is being planned for Ventura in June. • Job links will be held the first week of June at DVC. <p><u>ASU:</u></p> <ul style="list-style-type: none"> • First meeting of the year was held on Jan. 12. • Spring Festival is scheduled for March 15/16. • Budget is being laid out for the semester. • “Coffee with Cops” student/police officer event scheduled for Feb. 16. • Meetings of ASU are being rescheduled to 5:15-6:30 p.m. to allow evening students to attend. 	
7. Others Items to share?	None.	No action necessary.
8. Next Meeting: March 4, 2016		Information