



1. Announcements

Drew: diversability event going on right now on campus.

Maurice: Afram and Ethnic studies having an event on Thursday to celebrate Latinx Heritage month.

CoA has been awarded status of POCR certified campus which means trained faculty mentors are authorized to work with faculty to align with CVC online rubric. We're a few campuses that have this certification. Acknowledge Rich Kaeser and Brielle Erike

Dom: Horacio who is HIS director and Johanna Carranza will be presenting at Colegas conference on the Puente program which will be at the beginning of November.

Amy Lee: Tasty Tuesdays every Tuesday for the rest of fall. Please invite students to get free lunch and participate in activities. If you have a speaker, workshop or amazing idea, let Amy know; we're trying to have good programming for students to keep students engaged. If your dept has engaging and visual, please reach out. For ex: ADAM has fashion show, dance has a show, Art might do a mural. You can also reach out to Natalie Rodriguez when she gets back.

Louie Martirez is writing to us to see if they can do in-reach activities to all faculty in their classrooms to inform students about these great programs. Fathia is doing for Salam and Louie is doing the rest. Please welcome him for presentations. Diana will forward this message to the chairs; please send this to all faculty in your area.

We will have mid-semester FLEX in person, October 19. Prof dev committee will send announcements.

2. Curriculum update – *Trish Nelson*

2 pieces of legislation which affect curriculum which affects chairs. When we get more guidance from the state, we can discuss deeply, but want to introduce these now. IELM Brough to curriculum committee

- a) AB928 – creates a single GE pathway for CC's in relationship to CSU's and UC's. It'll affect us the most in our courses that we use for GE now. Need to look at how we fit into that. CSU and CC's Academic Senates are in discussion further. No work right now, but there will be work.
- b) AB1111 – Common course numbering system. What will happen is every CC in the state will use the same numbering system for the same courses. It will funnel down to use to what it looks like. This will affect courses in GE and high impact majors. Will involve a lot of curriculum review and curriculum rewriting. Trish has summary of reading of the texts and will drop links to those.



Not sure if this new legislation will affect CE programs.

Program review: try to help avoid curriculum burnout. Looking for an easy way to prove that you've done curriculum review when completing program review.

- i) Create a proposal and select course changes with non-catalog info. Select course.
- ii) Go to list of changes. Click articulation/title 5. In "Course list of change" Put in current date and type in "reviewed as part of program review."
- iii) Check textbooks (written within the last 3-5 years), new Zero cost textbook option to check and write narrative about how this will help students.

Will be able to work directly with curriculum committee at future times.

3. Chair of Chairs announcement – *Diana Bajrami*

One nomination and it was Vanson. Suggested that Vanson be chair of chairs for this academic year and next academic year. If there are objections, please let Diana know.

4. Last draft of Spring schedule – *Diana Bajrami*

Suggest to create enrollment taskforce with Admin, classified and faculty. At Rock enroll events, we encountered students who wanted in-person classes. There's other campuses like DVC and Las Positas who were concerned with quality of teaching. We are experimenting with how do we meet student demand? Whatever we've been doing has been working; we have 21% more students from last fall to this fall. However, our residential FTES is 8%; our students don't have full load at CoA. We're at 82% of what we're funded for in terms of how many students we serve. Hoping that 2<sup>nd</sup> 8-week courses and 10-week courses will help. As chairs, let your faculty know to welcome students; we lose a lot of students especially in asynchronous modality. Let's meet together: we can have a general target or have specific targets for disciplines. Let's offer a variety of classes. Clarifying modalities is 10+1, scheduling is faculty & administration. There is a demand for more students in person.

Data is available for every discipline so chairs can work with their dean. We need help building pathways of schedule; if we have hybrid pathway, how can students meet their needs to graduate in 2 years. We have new IEPI grant which can support some of this work. We can look short run or long run: the moment we let a class with 10 students go (cancel) we lose more money; every time we overspend based on our earning, we have to face massive layoffs down the road like positions freezing and no hiring. Budget shortfalls build up. We have tried our best to keep our cancellations at minimum; we're 69% down in cancellations. Questions we ask: how are we funded less online than in person? If we have a short-term course but course falls on holiday, we don't get apportionment for those days. If we follow FTEF, we don't overspend. We're the only college in summer with increased FTES.



Please share any concerns about teaching in person in Spring.

How many students call CoA students home? We have the highest headcount in the district, but students are swirling. If a student calls CoA “home”, they get \$500 by applying for FAFSA.

Not everyone on campus so support might not fully be available for those who are on campus. Beginning tomorrow, there will be an administrator on campus every evening; we'll have a backup for the manager. Streamlining processes on where to go to get the key, for example a quick phone call will get the key. Classified and managers are 100% in term unless there's a certified reason with HR.

Jennifer: Be sure to look at the strengths of each modality. Also look at how our online teaching has improved over the past few years.

How do we engage students? How do we use resources on campus and at the district? 58% of withdrawals were from asynchronous courses. If life brings us issues, we have a substitute. If needed, we'll pivot; let's sit together, look at the data and move forward.

5. Parcel Tax report – *Diana Bajrami*

\$1 million is to go to offering classes. Less goes to CE since there's Strong Workforce. We run statistics on enrollment to see what is fair. Emphasizing on area F of Ethnic studies; let's spend some more money on equity and Ethnic studies. The rest of the money goes to non-instructional support. There's connection between quality education and LRC. Decided to spend money into career preparation coaches in career center. Working to have Guided Pathways student success centers with faculty advisors. Student success coaches are in contact with students as often as faculty or more in contact. We will continue to support the Fablab moving forward. 70% goes to instructional and 30% to non-instructional and student support. Of the money that goes to instructional, 96% of that goes to classes directly.

6. Instructional supply fund allocation – *Diana Bajrami*

Library does not have a steady support. We received \$119,000 and \$60,000 is supposed to go to library. What we did is use carryover funds from Office of Instruction of \$40,000 and support library with an additional \$10,000 and take \$10,000 out of the instructional supply fund.

Formula was created in budget committee. 50% of allocation is distributed to all disciplines based on number of students, 25% is given to programs that are intensive in instructional supplies but don't have additional support like strong workforce. Marivic distributed 50% of the monies automatically; you can work with your deans to start ordering. Didn't put all the money in yet to wait for feedback and changes; based on feedback and changes we'll load the rest of the money.



Please send Diana any feedback on this.

7. Program review/APU – *Dominique Benavides*

Reminder: available to review your program review. Will have a slot at upcoming flex to help with focusing on goals and disproportionate impact. Can also do individual appointments within division. Due October 24 and send to your dean. This will give the dean ample time to review; if needed, the dean will send feedback to you. IEC will review in November.

8. OER – *Diana Bajrami*

We are getting \$20,000 to advance the work on Open Resources and Zero cost textbook. We need to label which is zero cost, minimal cost, etc. The OER group will meet Thursday to sort out how we're going to move forward. Laney decided minimum is \$50, we will decide how much is the minimum. Please join us Thursday to discuss the grant we received; we'll create a team on who will be working on phase 1 and work towards getting phase 2 (\$180,000). There's a bunch of requirements we have to consider. We need to create a team and create a plan on how to move forward. Looking to convert as many classes as possible to convert to no cost or low cost. Diana will post it onto the team site under OER.

For every single course, we need to provide a "code".

9. Enrollment report – *Diana Bajrami*

Completed already.

10. Attendance: Sue Altenbach, John Taylor, Jennifer Fowler, Blair Norton, Didem Ekici, Leslie Reiman, Jayne Smithson, Jane McKenna, Olga Fish, Ed Loretto, Khalilah Beal-Urbe, Drew Burgess, Sarah Peterson-Guada, Derek Piazza, Vanson Nguyen, Maurice Jones, Diana Bajrami

11. Guests: Dominique Benavides, Amy Lee, Eva Jennings, Reza Majlesi