

1. Announcements:

Drew: Some art piece on the side of the fab lab and looking for feedback

Jayne S: Catalog is moving along. Deadline was last Friday. Please tell faculty that we cannot make catalog changes if we don't update in curricunet first; make sure course program blocks are updated correctly. In the future, catalog will be downloaded from curricunet.

Diana – Happy International Women's Day. It's everyday, really.

IELM funds are loaded and you can begin spending now. Thanks to Marivic. Lilia will send out an invitation to a workshop for her division about 3 funding sources: IELM, Lottery, and PERF and how to order them. Information will be posted to Chair's team site after. Below \$250 is 1017 fund (instructional supply). Equipment money is the other funds for chairs. To get office supplies go through division office.

2. Enrollment Report – *Diana Bajrami*

We are hoping to see a bump in 8 and 10 week courses after sharing with counselors and marketing; nothing major right now.

Will meet with unions for Chair re-assigned time. Number will be less.

It's not worth looking at productivity until Spring Intersession starts filling up. Please announce to our students.

There's less school age children and cost of living is increasing and probably what's happening here (with reduced enrollment).

SLO: As you build a schedule, think about what courses we can offer because it's active. If we haven't taught a course in a few years, let's deactivate it. Let's get going with assessment as we build a schedule.

3. AY 22-23 Scheduling Q & A – *Diana Bajrami*

Chairs need a sufficient amount of time to work with faculty about scheduling. Ideally, 2 weeks minimum. On the first draft, it's ok to put staff; on the third draft, it's not ok to put staff.

Do I go based off on what the Guided Pathway map says? Moving forward, we can have reports ahead of time. The purpose of the maps is to have more conversations with faculty, follow enrollment and talk with students. This is how we link everything together.

4. Integrated Curriculum and Assessment Report – *Diana Bajrami*

Jayne S. created these and they were sent out to chairs. They are good to use with scheduling and will be available earlier for chairs in the future.

5. Guided Pathways Program Maps Report – *Diana Bajrami*

Program maps were sent out. Let's loop things together. If there's a change in a program map, first bring it to colleagues; this applies to your own program map or if another program has your class in their program map. Look at other colleges, look at data



enrollment and have a discussion with GP leads. These curriculum changes are collegial and we need to bring others to the table, especially full-time faculty. How we improve the pathway for students if students are taking courses at all 4 colleges?

6. Next meeting
 - a. Catalog timeline
 - b. Chair election
 - c. 2nd and 3rd draft of schedule
 - d. Spring intersession
 - e. SLO and program review – Khalilah Beal
7. Attendance: Cady Carmichael, Carla Pegues, Didem Ekici, Drew Burgess, Ed Loretto, Jane McKenna, Jayne Smithson, Jennifer Fowler, Khalilah Beal-Urbe, Leslie Reiman, OJ Roundtree, Maurice Jones, Olga Fish, John Taylor, Sarah Peterson-Guada, Marissa Nakano, Julie Saechao, Blair Norton, Hoi Ko
8. Guests: Eva Jennings, Lilia Celhay