

DEPARTMENT CHAIR MEETING AGENDA

April 10, 2012

12:30-1:50, Room L 109

| Agenda Topic | Desired Outcome | Facilitator | Time in Minutes | Notes |
|--|--|---------------------|------------------------|---|
| WELCOME! Brief announcements: | Information sharing | Gil & Kiran | 10 | |
| Curricunet Update | Next steps to begin implementation | Eileen | 10 | Eileen is out sick today. She will email an update to all. Eileen will be invited to attend the next chair meeting to discuss implementation. |
| Catalog 2012-13 Update Process | Make changes in time for the 2012-13 catalog | Eileen | 15 | Eileen will send out a timeline (similar to schedule building timeline) to all. |
| PSLO and CSLO assessment update | Progress update and next steps | Cindy and Christina | 10 | Christina was not able to attend. Please complete form Cindy gave up and hand in at the next department chair meeting on May 1, 2012. Only 8 programs left to upload PSLO assessment. We are at 35% for CSLO assessment. We need to be at 66% CSLO assessment by June 1, 2012. If we don't make this mark, all courses offered in summer should be assessed to catch up. |
| Implementation of new assessment model | Departments and college prepare for assessment next semester | Cindy | 10 | New model will be implemented by the Teaching and Learning "Committee". Invite Curriculum Committee chair to chair meeting in fall to discuss updating course outlines so that TLC and CC are working together. |
| CTE & LAS Representatives for TLC | Reps identified | Kiran and Gil | 10 | CTE Rep – Anthony Hailey LAS Rep – Scott Cabral |
| Next Dept Chair meeting: May 1 | Agenda items | Kiran & Gil | 5 | |