

Los Medanos College
Department Chair, Dean and VP Meeting
November 3, 2020
2:15 – 3:15 pm (Extended Q&A from 3:15-3:30)

Join Zoom Meeting
<https://4cd.zoom.us/j/95720040954?pwd=SmdQbUIKWmpaL2JtRWpMQWI1Y3g4dz09>
Meeting ID: 957 2004 0954
Passcode: 429050
One tap mobile
+16699006833,,95720040954# US (San Jose)

Item #	Agenda Topic	Facilitator/s	Time	Follow up Notes
1.	Welcome and Announcements	All	2:15 – 2:20	<p>N. Moultrie opened the meeting with asking for announcements.</p> <p>S. Kwist sent out the call for FLEX from the PD email. Based on feedback of zoom fatigue, offering focus FLEX as half day option- the rest of the day is optional FLEX. (connected and more human centered, take care of yourselves)</p>
2.	Credit for Prior Learning: Provide draft district policy.	Nikki	2:20-2:30	<p>N. Moultrie shared screen- PowerPoint presentation shared at academic senate.</p> <p>Promote quality, integrity, and equity and make more programs accessible to students. Credit for prior learning (CPL) is an umbrella- doesn't replace credit for exam. Up to District and colleges to define how to implement this.</p> <p>How this is implemented will be up to faculty- developing criteria</p> <p>N. Moultrie will send out the draft language and please give feedback.</p>

				<p>M. Lynn asked in the chat- “Nikki—one thing I’m wondering about this is the issue that, similar to our “challenge exam” process, for instance, there is a real challenge to it being equally accessible to students”</p> <p>N. Moultrie responded- academic senates are coming together to ensure that there is clear criteria. She will post this on the department chair website.</p> <p>R. Anicetti asked in the chat- “Is it possible that a student would receive credit at one college in the district, but not another?”</p> <p>N. Moultrie responded by saying that there does need to be an agreement for all the colleges. District is looking at how this will be equitable.</p> <p>C. Hsieh mentioned that this was mentioned in DGC-new chancellor mentioned this in the meeting. Down road this can be on the process level- on DGC’s radar.</p>
3.	Assessment deadline Extension	Ryan	2:30-2:35	<p>R. Pedersen- assessment and deadline for reports. If programs have collected data for the prior year 2019-2020 have until Nov 1 to turn in.</p> <p>Deadline for year 3 assessment report is extended to May 14</p> <p>We are now in year 4 cycle 2- you should still continue to collect CSLO data, will be due next Fall</p> <p>Department Chair Canvas, click on modules: Assessment page in SharePoint- please review the spreadsheet.</p> <p>C. Hsieh added that when you review the spreadsheet if the courses were not offered in that academic year and let Beth Ann Stone know so they won’t calculate that course to be assessed.</p> <p>Send CSLO to Beth Ann Stone and cc your dean.</p>

4.	DE Addenda and CORE updates	Morgan, Josh, Nikki	2:35-2:40	<p>M. Lynn- no concrete update, thank you to all department chairs to coordinate faculty and submit revisions and all efforts to get used to eLumen.</p> <p>Processing as much as they can. Meeting this Friday to complete more work. Will be contacting everyone with more information.</p> <p>N.Moultrie- trained 110 faculty on eLumen. As we get through this pilot semester that this will be easier for faculty to maneuver.</p> <p>Echoing gratitude and big thank you's! ☺</p> <p>M. Lynn- course outline in eLumen is more streamlined. Suggesting to work with department to figure out own department standards working looking at as a department (which information is needed)</p>
5.	Technology Request Process and Deadline Technology Training Request Ticket System	Ryan Courtney & Irene	2:40-2:50	<p>R. Pedersen- in reference to an email that we received from C. Montoya- trying to get a comprehensive review for tech needs for Spring.</p> <p>Please remind faculty to look at this email so they can be added to list- no guarantee for request- deadline to respond 11/20</p> <p>M. Capes asked in the chat- "Do faculty need to re-request if they already have equipment?" referring to summer tech request. C. Montoya mentioned that those orders have been completed so no need to re-order. But if ordered through academic senate- you need to re-order.</p> <p>M. Kean- is there a copy of the spreadsheet to avoid duplicate requests? E. Valenzuela might have a copy to coordinate and edit and R. Pedersen will send out.</p> <p>C. Diputado- tech support system available to faculty then to staff and managers. Separate from IT ticket system.</p> <p>https://www.losmedanos.edu/onlineresources/faculty.aspx</p>

				Please provide feedback to Courtney and Irene.
6.	Teaching and Learning Membership	Marci	2:50-3:00	<p>M. Lapriore - asking for help with filling vacancies on the teaching and learning committee (TLC) (meet once a month for 1.5 hours and are separate breakout rooms)</p> <p>Can be someone appointed by department chairs.</p> <p>Please contact M. Lapriore with any interest in any vacancies.</p> <p>R. Pedersen- please recognize and it is your responsibility and body of department chairs would be in the position paper. This will come back to agenda next month- faculty representation for assessment.</p>
7.	<p>Spring schedule update and textbook reminder.</p> <p>SEM strategic scheduling update.</p>	Ryan	3:05-3:10	<p>R. Pedersen- thank you all! 3rd drafts are in. 😊</p> <p>G. Villegas and R. Pedersen will debrief and bring back to the group. Please think about your feedback.</p> <p>Quick reminder- textbook reqs were due 2 weeks ago- if you didn't submit, please submit ASAP .If faculty are not communicating with bookstore, bookstore can't help effectively.</p> <p>Check in with faculty.</p> <p>Fall 2021 scheduling- SEM subgroup has been meeting about FTEF allocation. Rolled over from Fall to spring and not a sophisticated effort last time.</p> <p>Subgroup has been meeting- goal is to look short term more algorithmic approach to scheduling and have form of the model ready by next department chair meeting.</p> <p>Please attend SEM meeting for more info. What was done this term is not ideal for long-term. Working on a different type of model.</p>

8.	Q&A	All	3:10-3:15	<p>L. Giambattista asked- FTEF and potentially using a summer time FTEF in fall and spring due to budget difficulties.</p> <p>R. Pedersen- not sure if we will get to that level of sophistication- we might think about 1 year scheduling, not sure if we will get to it in January in the model.</p> <p>S. Hubbard- asked if we will go remote for fall 2021. N. Moultrie responded that we haven't heard anything yet about summer or fall.</p> <p>Insite Canvas Department Chair Modules Link Under assessments (cycle 2)</p> <p>Insite Documents LMC Documents LMC assessment</p> <p>C. Hsieh- Some do not have access. We will figure it out and give access.</p>
9.	Fall Meeting Schedule: December 1, 2020			Adjourned at 3:15pm