

**Los Medanos College**  
**Department Chair, Dean and VP Meeting**  
**September 1, 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, Introductions, Announcements	All	2:15 – 2:20	
2.	A&R- key dates and reminders	Rikki Hall	2:20 –2:25	
3.	Office of Instruction: 3E's-Effective, Efficient & Excellent <ul style="list-style-type: none"><li>• Working remotely</li><li>• Dynamics Forms- InSite</li><li>• Email efficiencies</li></ul>	Ryan	2:25– 2:30	

4.	Accreditation <ul style="list-style-type: none"> <li>ISER</li> <li>Site Team Visit: October 5-8, 2020 (virtual)</li> <li>Websites- update &amp; check for broken links</li> </ul>	Chialin	2:30-2:35	
<a href="https://www.losmedanos.edu/accreditation/LosMedanosCollegeInstitutionalSelf-EvaluationReport2020.pdf">https://www.losmedanos.edu/accreditation/LosMedanosCollegeInstitutionalSelf-EvaluationReport2020.pdf</a>				
5.	eLumen <ul style="list-style-type: none"> <li>Curriculum/DE Addenda Update</li> <li>Assessment &amp; Program Review timeline</li> </ul>	Nikki Chialin	2:35-2:40	
6.	COVID Protocols and update <ul style="list-style-type: none"> <li>District return to work and safety plan</li> </ul>	Nikki	2:40-2:50	
<a href="http://www.4cd.edu/covid19/return/4CD%20Return%20to%20Worksite%20Plan.pdf">http://www.4cd.edu/covid19/return/4CD%20Return%20to%20Worksite%20Plan.pdf</a>				
7.	Equity Update <ul style="list-style-type: none"> <li>CCCCO's Call to Action</li> </ul>	Sabrina	2:50-2:55	
8.	Enrollment Update <ul style="list-style-type: none"> <li>Enrollments/fill rate</li> <li>FTES and head count</li> <li>FTEF</li> <li>Productivity Ratio</li> <li>Spring scheduling</li> <li>SEM (Strategic Enrollment Management) Committee)</li> </ul>	Natalie Ryan	2:55-3:05	
9.	Q&A	All	3:05--3:30	
	<b>Fall Meeting Schedule:</b> October 6, 2020 November 3, 2020 December 1, 2020			