Dean’s Council  
Monday January 26, 2015  
11:00am- 12:30pm, Boardroom

Agenda

1. Next Steps in 2 Year Schedule Development
2. Program Review Resource Requests
3. Scheduling DE Classes
4. Update on Academic Senate Executive Committee Meeting
   o Degree and Certificate Residency Requirements
   o Degree and Certificate Analysis
   o Associate Dean Position Update
   o GS 215—Faculty Advising
**Possible Duties of 1/2 Time “Assistant Dean”**

1. Assist the Dean to coordinate and process curriculum to align with Educational Pathway Task Force recommendations, online or hybrid delivery of ADT's, including but not limited to facilitating the process of sun setting local degrees and certificates which may no longer lead to degree completions for transfer.

2. Plan and organize district wide department/discipline meetings as determined with Division Dean.

3. Assist Division Dean with discipline annual and comprehensive program reviews ensuring program outcomes are directly aligned with narrowing the achievement gap of underrepresented students and improve upon district retention and persistence priorities.

4. Support faculty in the development and implementation of assessment plans for courses and programs.

5. Work with faculty to strengthen student learning and the program review process.

6. Work with faculty to develop and implement initiatives to support student success and address disproportionate impact of underprepared or underrepresented in rates of college transfer across the division.

7. Lead the outcomes assessment activities of the division in support curriculum innovation and continuous improvement.

8. Organize faculty to complete course and program level mapping and assessment dialogue are directly aligned with narrowing the achievement gap of underrepresented students and improve upon district retention and persistence priorities.

9. Ensure assessment reports are submitted in accordance with assessment cycle plans for course and program level assessments district-wide.

10. Orient and mentor new faculty to the college.