Annotated Agenda

Attendees: Kathy Smith, Tom Henry (via teleconference), Ryan Emenaker, Keith Snow-Flamer, Angelina Hill, Tami Engman, Ron Waters, Jose Ramirez, Tracey Thomas, Joe Hash, Bob Brown, Mark Renner (via teleconference), Paul DeMark, John Johnston, Erin Wall, Dave Bazard, Wendy Choate

1. Approve Institutional Learning Outcomes (ILOs) – Dave Bazard reported that there has been extensive dialog regarding the ILOs. The ILOs were presented at Convocation, to the Academic Senate, and approved by the Board. Expanded Cabinet members agreed that the ILOs should be included in the catalog. Senate will discuss whether or not the outcomes should be included on every syllabus. Dave mentioned that there are assessment tools on the Assessment website.

2. Accreditation Update
   2.1 ACCJC Assignment Matrix – Kathy presented the current ACCJC assignment matrix. She stressed the importance of building the standards into daily work. Dave recommended having an electronic repository for collecting evidence.
   2.2 April 15 Budget Reports - Kathy reported that the April 15 Budget report will show how CR will meet OPEB liabilities. It will also outline CR’s three year cash flow. Kathy reported that currently the budget deficit is at $820,000 without mid-year cuts. The Administration will be offering retirement incentives.
   2.3 Palo Verde Visit – Kathy announced that she will be going on an accreditation visit to Blythe next week and Angelina will be the team assistant.
   2.4 Mid-Term Report due in October- Kathy announced that since CR is in its third year of a six-year cycle, a regular mid-term report will be due this fall.
   2.5 Press Release –Kathy announced that press release on CR’s Accreditation standing went out to all high schools, Chambers of Commerce and Rotary clubs.

3. Surveys Regarding Reorganization
   3.1 CRFO- Ryan reported on the take-aways: 1) concern regarding communication; 2) some work has not been assigned to faculty or deans; 3) workload –larger departments have additional duties; whereas, single person department has fewer duties.
3.2 Senate – Bob reported that there were complaints about the transitions to the new buildings and that roles and responsibilities of faculty and deans were not clearly defined. Some examples have to do with class schedules and teaching loads.

3.3 Administration – Keith reported that much of the feedback was similar to the results of CRFO’s survey and the Senate’s survey. Keith reported that there were coordination questions and Distance Education questions. Bob reported that the Deans and the Academic Senate now have regular meetings which are helping with the communication.

4. Update of Task Forces

4.1 Distance Ed – Mark reported that there is an issue with some of the online technology to be deployed from Cisco. Mark reported that Jeff is writing a DE Substantive Change proposal and the deadline is in May. This is an ambitious timeline given the pieces that need to be finalized and initiated. Kathy reported that CR needs to have substantive change proposal approved in order to have more than 50% of a degree online. Kathy reported that the District is looking at online learning management systems, and both video and hybrid courses. Kathy reported that DE will be useful for growing FTES. The Board Policy and Administrative Procedure on DE are in progress.

4.2 Educational Pathways-Keith reported that the Educational Pathways Task Force is meeting to review ADT’s and other degrees. Specifically, the task force is looking at strategies on how to move forward with ADTs, review ADTs that the District has already committed to, and ADTs online. Kathy reported that the Board of Governors set a goal of 9 ADTs for CR. John asked how an ADT relates to a program and the 4021 process. Kathy reported that all degrees and certificates will be reviewed overtime.

4.3 Matriculation – Keith reported that the Task Force drafted four approaches. There will be outreach to the students throughout the first year including mandatory orientation. The task force is also looking at placement cut scores.

5. Mandatory Web Advice – Kathy reported that payroll will no longer be providing a hardcopy of an employee paystub. All employees must go to webadvisor to see their paystub information.

6. Institutional Effectiveness Summit – April 26 – Angelina reported that the summit will focus on the functioning of planning committees. Kathy announced that there will also be a celebration for CR’s Accreditation status. All Expanded Cabinet members are encouraged to attend.

7. Persistence Efforts – Kathy reported that IEC made persistence a theme again for the second year. Persistence was a topic of discussion at Convocation and at Flex Days in January. The Enrollment Management Committee created short-term and long-term retention strategies. The Program Review Committee also included the persistence theme. Erin said she would talk about persistence at an upcoming division meeting.