1. Key Take-Aways of Week One, Fall 2013
   - Non-credit and community ed courses are offered simultaneously with a specific number of seats set aside for non-credit students. There are more non-credit enrollments than community; the seat allotments should be revised. Lynn Thiesen and Kathy Goodlive are working to provide community ed non-credit enrollment on the Eureka campus.
   - How to handle the number of students showing up on the first day(s) of classes for testing, and who missed the benefits of orientation will be an agenda item for the next meeting. (Reminder 2014-15 funding tied to how many students go through the matriculation process.)
   - Many problems district-wide were resolved through the new associate deans.
   - The humanities “fishbowl” area needs staffing.
   - Del Norte work experience on hold until cooperative work experience begins (9/3/13). Students will be contacted.

2. Program Review
   - Program Reviews are to the PRC by October 31. Student development reviews need to be submitted to Keith by October 15.
   - Discussed incorporating all forms into the template to eliminate duplication of information.
   - Staffing requests will go to HR for staffing discussion for the next year.
   - Note: deans requesting faculty and staff vetting of program reviews are asked to keep emails sent. Be sure the reviews are tied to assessment, the annual plan and/or other institutional documents.

3. Standing Item: Planning Update:
   - Timeline: Is included in the IEC report
   - Annual Plan: Reminder to refer to the 2013-14 annual plan for planning for this year
   - Area Report-Outs:
     - IR: A draft online student help-desk was created, sent for and received feedback, and the second version will be sent to all SSLG for more feedback. Discussion on where to post on our website.
     - Erin: First week went well.
     - Cheryl: First week went well, most of her work done prior to week one. It is mandatory for EOPS to take a GS class. There were 270 continuing EOPS students; seven student workers, six of whom are new.
     - MaryGrace: Hiring an associate faculty to work evenings in the library. The DE committee is formed. The LRC had student printing difficulties the first week.
     - Lynn: Financial aid must submit and have accepted a student loan default management prevention plan to the Department of Ed. ACCJC has also asked that CR follow up on default loans. CR has a 30.1% student loan default (over a three year period). The take away is that it has to be an institutional plan; loan default is not just a financial aid problem. Joy Lund is the new loan literacy management person as of 9/16/13. Erik Naslund filled a new full time position. Joy’s position will be out for hire.
     - Robert: Dealing with one and possibly a second student conduct problem.
     - Joe: Allison Stohl will be the new Health Occupations director. There will be some faculty movement within the nursing program, as an LVN associate was offered and accepted a full-time position. Student groups needing CR IDs are increasing. Keith is working with ASCR for
an alternative to IDs for community discounts. Every student athlete in the fall season sport must have a comprehensive SEP by October 15.

- **Trish:** Susan Mendez going to DN a couple days a week to help out, since Holly Wendt retired. A new DSPS bus driver - Chris. Dealt with service dog issue. When power is out there is no way to get wheelchair people off the 2nd floor of the new buildings. This issue being addressed.

- **Sheila:** First week, there was a delay of one to two hours wait to meet with an advisor. Currently 360 students in EKA and 475 district-wide enrolled in GS. C&A is putting together an assessment plan that will incorporate annual plan goals. Determining what SEPs in the GS classes will look like for programs and DSPS. Ed plans need to be in web advisor. The power outage provided opportunity to have a large student development meeting. Questions on what to do with students who don’t know computers, for registering and looking up classes.

- **Tracey:** An internal recruitment for the math lab will be 35 hrs. week; equivalent to the writing center position.

- **Jeff:** (Dean’s perspective) There are still faculty transitional challenges. The associate dean structure seems to be doing very well/good teamwork with student development. (ALO’s perspective) a draft is being circulated among administration for the October 15 follow up report. Jeff will work with SSLG to identify responsible people to be accountable in ensuring full compliance with standards. Recruiting faculty from CTE to quasi-coordinate assessment, programs and schedule.

- **Keith:** Priority registration starts in November. Tiffany developed a timeline, is coordinating with Kathy Goodlive regarding adjustments, and will pull the necessary people together to review the spring schedule. Looking at an optimum of 4560, we need 2400 FTES

4. **Future Agenda Items:** Discussion on late start classes

- Other discussion: There will be no science night in the fall. Expanded cabinet is discussing a recommendation to hold an open house with science night emphasis that will include some demonstrations. Recommendations to set this up to help boost enrollments for spring and/or tie to homecoming, and the 50th anniversary.

Adjourn