I. BUDGET DEVELOPMENT

Jerry Davis distributed a report of the college’s expenditures as of 10/31/10 compared to 10/31/09. As of now the college is over budget by $709,204. Mary Benard stated that a large part of the deficit is because the district has not reimbursed the college for the additional sections
to fall 2010. She further stated that she and Jerry Davis will submit a proposal to Terry Davis, Vice Chancellor of Business Services, to show the district’s allocation is flawed. Like City, Miramar College’s funding for their additional sections is also shorted by the district’s allocation formula. Jerry Davis explained that the top of page three of the handout compares this year’s expenditures to last year’s expenditures. Jerry believes that even if City is fully funded for the additional sections, the college will still be short by about 250 thousand dollars.

II. INSTITUTIONAL ASSESSMENT

Salley Deaton distributed a handout titled “Program Review/Master Plan Cycle Recommendation 2011 and 2012.” In an effort to reach proficiency in student learning outcomes the handout proposes that the college use spring 2011 to develop program level assessment plans in lieu of the traditional program review/master plan activities. Berta Harris shared that 74% of the college programs have program outcomes listed in the college catalog. The goal is to move those outcomes into TaskStream. Dotti Cordell asked faculty to use the remainder of fall 2010 to help programs that are not in TaskStream. The goal is every program will have at least one outcome and an action plan (how the outcome will be measured) in TaskStream by the end of spring 2011. Mary Benard shared that the college Flex Committee met earlier today and decided to dedicate spring Flex to TaskStream. A special hands-on workshop is scheduled for Friday, January 21, 2011, 9:00-11:00am in R-301. Minou Spradley believes faculty will need assistance with entering information into TaskStream and developing the assessment plan. Berta and Dotti agreed to revised the handout and present the information to Chairs Cabinet next Monday.

III. BRIC-TAP UPDATE

Mary Benard distributed the BRIC TAP (Bridging Research, Information, and Cultures – Technical Assistance Program) Action Plan. The plan targets program review, information capacity, and student learning outcomes. The BRIC-TAP team will visit the college again on Wednesday, December 15, 2010.

IV. FACULTY HIRING PROCESS – Establish ad-hoc committee to review criteria

Salley Deaton asked for volunteers to serve on the faculty hiring ad-hoc committee. The committee will review criteria and development measurement rubrics. Minou asked Salley to include Gary Wisehart. The following people agreed to serve on the committee: Lori Erreca, Nick Slingland, Ray Wong, Minou Spradley, and Salley Deaton. Salley will contact David Fierro for Academic Senate representatives.

V. OTHER

Jerry Davis encouraged all to participate in the United Way fundraiser.

Minou Spradley announced that a fundraiser for the family of Diana Gonzalez is taking place tonight, 4-7pm, at Station Tavern in South Park. You may also donate directly to the fund by sending a check to the San Diego City College Foundation. Include “Diana Gonzalez family” in the memo field.

NEXT MEETING: WEDNESDAY, December 8, 2010, 3:30-4:30 p.m., Room D-102