**Minutes**

[**FACULTY CHAIRS/DIRECTORS COUNCIL**](https://committees.kccd.edu/sites/committees.kccd.edu/files/FCDC_2018_0323_Minutes.pdf)

**March 8, 2019**

**8:30am – 10:30am**

**MS 3-4**

**Facilitator**: Liz Rozell

**Welcome (Rozell)**

**Scholarship Committee (Panella)**

* Looking for student name and number from each department. Need info back to get the process started.
* Scholarship committee needs to make sure submission are in by 3/15/2019.
* Meaningful for students and their families to see their names published in the pamphlet so want to be diligent about timelines.
* Honors Celebration will be Friday, April 25th beginning at 5:30pm in the outdoor theatre. All are invited.
* Trying to shape the event where all students feel equally celebrated.
* Honors/Donor Appreciation dinner will be at Hodels on Friday, May 3rd.
* Importance of each student being honored equally.
* Does anyone was to help with a Departmental Award?

BCSW Schedule (Lara)

* Huge ask: Enrollment for Summer and Fall 2019.
* Many sections are available at the SW. 1:00pm was very popular.
* With FPU leaving there is a little more available space.
* With all the construction at BC it filled up the SW campus. That trend has not continued.
* Fall will be in Modular buildings. Over 200 sections need to be filled.
* Staffing is usually an issue. Send time and date to Fernando, he will do the work.
* There is not computer labs available for the Summer but there will be in the Fall.
* If a department wants to adopt a modular, they will make it available to them for 3 semesters.
* They may do a Faculty open house at BCSW. Remind them that it’s there and they can see the physical space.
* Is there a plan to address the faculty issue so they can fill the vacancies at BCSW?
* Timeline for when classes are offered is owned by the VPI office. Academic Senate owns the time block.
* Our goal is to have a full program out there. In the meantime, we still have to show our FTS out there. The shuttles accommodate that.

**Scheduling (Moseley)**

* He and Liz had a talk with Steve Holmes and vendors, what is starting to materialize for the best course of action is a hybrid of the two ideas of rolling the schedule and using the analytics to inform them.
* For those of you that were panicked about massive change and your scheduling procedures do not be. The changes are less massive now. At least that direction is expected.

**Early College (Swanson)**

* Connecting dual enrollment opportunities, concurrent enrollment opportunities and really meeting the early college pathways.
* Concurrent Enrollment can take a couple of different forms so mostly concurrent enrollment means that high school students get matriculated and registered in BC courses.
* Early college: the opportunity for high school students to earn college credit.
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**EODAC – Hiring (Rodriguez)**

* Chancellor Oakley continues to promote that we cannot hire based on race. There are factors like the ED code, accreditation, college mission that encourage inclusion.
* We have a 67% population of Hispanic students but our faculty is 16% Hispanic.
* We have created a more equitable representation based on gender. BC’s faculty is almost 50/50 based on gender.
* There is a pool of questions that you have available when going through the interview process.
* Submitted some soft recommendations to hiring communities:
  + One member outside of department represented
  + Approving internally some questions to be housed in HR with an equity minded lens.
  + Before conducting interview talk about what they hope to get out of the questions, may be called norming for the assessment.
* The committee is looking into more inclusive trainings based on implicit bias and other types of training to address our own slants and judgements.

**Bookstore Update (McNellis)**

* Textbook requisition form is course based.
* Handed out updated forms, solicited updates to form.
* Fall orders are due April 3rd.
* Session lengths has been added.
* 20% of course offerings are less than four weeks.
* The intention of the form is to inform the Chairs. If you have a system that works then proceed with that as long as deadline is met.
* Ask for very specific type of Scantron.

**Program Review Survey (Waller)**

* Waller sent out survey this morning. Survey is due by noon on Friday. Probably will not be looked at until Monday morning.