

FACULTY CHAIRS & DIRECTORS COUNCIL

<https://committees.kccd.edu/bc/committee/fcdc>

March 9, 2018

8:30 am – 10:30 am

Bakersfield College - Southwest

Facilitator: Liz Rozell

Conference Call: Nancy Perkins, Michael McNellis

**Absent: Ayan Hill, Bill Moseley, David Moton, Grace Commiso,
Greg Cluff, Jennifer Johnson, John Hart, Kimberly Bligh, Kirk Russell, Mark Osea,
Nicky Damania, Billie Jo Rice**

1. Discipline Signs for Graduation (Pierce)
 - As we near graduation, it is time to start planning commencement signs. Please discuss with departments and work with Jack Pierce to make sure those are coordinated as needed. He will need some lead time in cases where the signs need to be made. The sign carrier's name to be known by April 8 to be included in the program for graduation.

Dean Rodriguez announced the awarding of a Cesar Chavez Foundation Award to Nan Gomez-Heitzeberg. The event is on March 23, 2018; contact Dean Rodriguez ASAP if you would like to attend.
2. Enrollment Management Update (Koeth/Mourtzanos) (*posted to website*)
 - We are 94% of our YTD target for enrollment.
 - We have roughly 950 FTES to increase in order to meet the 2017-2018 target.
 - New Proposed State Funding Model: 50% Enrollment, 25% Completion, 25% Equity. It is important to grow now as much as possible to ensure a strong base and prevent loss of funding.
3. Registration Rocks: April 5, 2018 - Registration Event (Watkin)
 - 30 high schools confirmed. 100 people spreading the word, including the rural high schools. More faculty help is needed. If any faculty would be interested in helping, please get in touch with Steve Watkin. Training will be provided on registration procedures on Friday, March 16, 2018.
 - For continuing students, 8,000 postcards will go out to remind students to complete their update and get ready to register. This will take place during spring break.
4. SW Center Presentation (Mourtzanos)
 - 11 rooms (20-70 seats)
 - Technology is available
 - 187 sections

- Movable desks
 - Faculty Resource Center
 - Conference Rooms
 - Virtual Tour Available: <http://youvis.it/6Npe81>
5. Summer Scheduling at BC SW
 - 3 - 4 week time blocks
 - Some 8 week classes may be needed.
 - Dean Mourtzanos will send out a link to a web form for scheduling requests.
 - Looking to develop a BC SW Advisory Team to include program faculty, counselors, and student services.
 - Summer and fall schedules should be ready by April 4, 2018, in order to get ahead.
 - College Council will meet at BC SW on April 6, 2018.
 6. Operational Protocols (Rozell)
 - Adjunct absences: They need to notify the Dean, Department Chair, and the Department Assistant III/Executive Secretary.
 - Notifications should include site supervisor or site coordinator for any rural or alternate campus locations.
 7. Schedule Plus Update (Rozell)
 - The reason that Faculty Chairs do not have access to Schedule Plus was that in the past there was a CSEA conflict over faculty having ability to do “classified” work.
 8. Accreditation Highlights (Stratton)
 - Shared update on the Board of Trustee meeting on March 8, 2018. ISER is on target. April 20, 2018, is the reveal date for the ISER. Additional presentations coming in April.
 9. Curriculum Update & Timelines (Johnson)
 - Tabled - watch for updates.
 10. Good of the Order
 - John Hart reported from College Council: watch for very big stadium parking lot renovation. Email warning coming today, March 9, 2018, at 11:00 am.