



DISTRICTWIDE COORDINATING EDUCATIONAL COUNCIL

February 11, 2005

District Annex Conference Room

Meeting Notes

Present: D. Agosto, C. Chiriboga, D. Colli, J. Ford, S. Haber, T. Martinez, G. Perri, B. Smith, O. Suarez, J. Wales, R. Walker, M. Wangler, P. White

Others Present: H. Eimstad, J. Mosier (ASCC Senator), B. Nath

Absent: S. Gonda, B. Schmiede, C. Slusher

Recorder: M. Jahn

Workforce Alliance Project Update (Perri)

Perri distributed a handout, *The San Diego Workforce Alliance Project, February 2005*, and shared information regarding the history of the project and the current status of the industry clusters and advisory groups. Another handout, *San Diego Workforce Alliance Cluster Representatives*, provided a listing of committee members and contact information for each of the clusters. Perri will continue to keep the Council apprised on the status of this project.

Online Combined Schedules (Eimstad/Nath)

Eimstad and Nath displayed the District's website during the meeting to support Council discussion of the Online Class Schedule. (This presentation was a result of discussion at the December 17, 2004 meeting about combining the two college schedules online.) Nath demonstrated how students can presently use the system to enter search parameters to find courses. Search results are shown in blue type for Cuyamaca and green type for Grossmont. Nath also showed how students can presently search for courses by individual college site or by both colleges. Ford raised the concern that it might be difficult for users to tell the colors apart and suggested a field be added to indicate the college. Nath stated there are changes Information Systems is in the process of making to the site, including, for example, changing the time field in the search results from the present military format. White asked where the ideas for changes to the site are presented. Eimstad replied no formal group meets regularly. General discussion ensued concerning how students enter data into the search fields, how it's determined what type of data to enter and how other colleges' online schedules are structured. Haber commented more and more students are registering online and commended Eimstad and Nath on their efforts. Eimstad stated that the beauty of an online class schedule is that it is up-to-date and reflects closed sections in real time, as opposed to the printed class schedule. Smith added it would be nice to have a link to the final exam schedule. Colli reminded members about the upcoming Colleague implementation and how it will affect current systems.

Compressed Schedule (Martinez)

Agosto asked for additional agenda items and Martinez brought the Compressed Schedule (16-week instructional calendar) item forward. There was discussion and review of previous meeting notes to determine whether or not a subcommittee was formally established to study the subject of implementing a 16-week calendar. Agosto related that Chiriboga had given him and Colli a copy of documents from SDCCD for an initial look at their process of converting to a 16-week calendar. Suarez asked Agosto to call a meeting with the appropriate people regarding implementation of a compressed schedule.

Priority Wait Lists (Suarez)

Suarez stated that there was general agreement that everyone would work together across the District to ensure students get the classes they want. He has asked the Presidents to work on a system to get that accomplished. Perri said enrollment is a topic at SDICCCA meetings as colleges attempt to increase their enrollment and members ask other members how they are gaining/retaining students. Perri commented the goal should be to capture the students within our District overall, rather than lose them to another college in another district and suggested we look at our District marketing. Smith stated departments use the priority wait lists strategically for planning purposes and Grossmont College has a long history of wait lists. White suggested a careful analysis of wait lists be performed to determine if students do get into classes. White also stated because course enrollments are closed two weeks before the session starts (one week at Cuyamaca), there are drops within that timeframe that result in open spaces. Martinez distributed a handout entitled "Request for Student Priority Wait List." General discussion ensued concerning faculty and student experiences with wait lists. Chiriboga commented all members have had experience with wait lists and more research on how the lists are working is needed, specifically a sampling of classes with wait lists and how many of the students on the list for a given class actually obtained that class. White said the research study should include information on how many students enrolled into another section of the same course or enrolled into another course elsewhere. Smith stated it may be hard to monitor the lists quantitatively as there is the human element of the student/teacher with drops and crashers. She added wait lists are also used by faculty to help determine TA time and large class bonuses. Wales commented the number of students on wait lists would be reduced by developing rules. Suarez summarized the discussion stating other systems have overcome this issue. When a class is full, other options need to be given. Suarez asked for research to be done to go in this direction in order to serve students first and foremost. Walker stated his concern was that students are not able to get the courses needed for their major. Suarez asked the Vice Presidents to do research on the wait list system at SDCCD and bring that information back to the Council.

New Certificate Program in AOJ (Colli)

Colli distributed a handout (single page) of a new Certificate of Proficiency for the California Public Safety Leadership and Ethics Program (CPSLEP) within AOJ. Perri asked if this agenda item was within the charge of the Council.

Review Charge and Committee Membership for DCEC (Suarez)

Suarez stated the DCEC is the clearinghouse for instructional and student services issues and thus items that can be placed on the agenda would be any and all issues that relate to student services and instruction. Chiriboga inquired about the expectations of an item placed on the agenda, i.e., is it for discussion, action, etc. It would also be helpful to receive handouts ahead of time. Ford asked about orientation for new members to the DCEC. She was not aware, for instance, that new courses are typically presented to DCEC in November. White understood DCEC members maintain a binder to have historical information for the new representatives, meet with the Chair for orientation, and/or the predecessor brings the new member up to speed. Smith said it would be helpful to have items on the agenda listed as “Old,” “New,” “On-going,” “Action,” etc. Mosier said a brief description of the item would also be helpful.

As the meeting was coming to a close, Walker commented his items on today’s agenda were informational and there is a meeting scheduled on February 25, 2005, regarding the Tobacco Use Policy.

The meeting adjourned at 2:45 p.m.

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