

COUNCIL OF CHAIRS & COORDINATORS MEETING

Monday, September 13, 2010

11:00 am-12:20 pm, Room 325

- I. Any adjustments to today's Agenda + Minutes from May—Oralee (11:00-11:05)**
- II. Chair's Report—Oralee—**brief review of items from the joint GC-CC Chairs & Coordinators/AFT meeting during Professional Development week; questions regarding enrollment management and CAP (Chris Hill will share information); openings on Enrollment Management Committee and Room Utilization Committee (11:00-11:20)
- III. Intelcom Video Clip Database—Roxane BenVau (11:20-11:30)**
- IV. The Dreaded October Deadlines: your chance to ask questions/seek clarification!—Chris Hill/Devon Atchison—**Annual Planning Activity Plans due October 15th; SLO Assessment Report ('09-'10) due October 15th; and SLO strategies for Fall 2010 assessments due October 29th (11:30-11:55)
- V. Distance Education Subcommittee—Janet Gelb—**brainstorming ideas re training, orientation, evaluation for online instruction (a continuation of discussion from the Senate meeting, 8/30 (11:55-12:10))

Ground Rules:

- We will stick to the time allotted for each issue/presentation;
- We will allow the person giving a presentation to finish before asking questions; and
- If we have further questions or comments and we run out of time with regard to a particular issue, we will choose from the following options: continue with the current presentation/discussion if the majority approves; address the issue in an e-mail forum following the meeting; address the issue at the next available CCC meeting; forward the issue to Academic Senate for further discussion; or schedule a special 4th Monday CCC meeting to continue discussion.

