

Instructional Council Annual Retreat

Monday, August 14, 2006

11:30 - 4:00

Mission Trails Regional Park

(Lunch will be served at 11:30)

Facilitators

Kristin Zink and Cristina Chiriboga
Instructional Council Co-Chairs

AGENDA

- 11:30 - 12:15 Lunch, Welcome and Introductions
Guests: Deanna Weeks, Governing Board President
Gerri Perri, President
Joe Marron, Vice President Student Development & Services
Henri Migala, Executive Dean, Institutional Advancement
Arleen Satele, Vice President Administrative Services
Instructional Council Co-Chair Update - Kristin Zink
- 12:15 - 1:00 2006-07 College Directions and Priorities by President Perri
Presented by: Dr. Geraldine Perri
- 1:00 - 2:00 The First Six Hours: Strategies for Effective Enrollment Management
(Interactive Group Exercise)
- Break
- 2:15 - 2:45 Student Learning Outcomes and Accreditation Updates
Presented by: Michael Wangler
- 2:45 - 4:00 Instructional
- ✚ Work Plan and Cycles
 - ✚ Academic Master Planning - New Form **Presented by:** Nanette Wier
 - ✚ Updates
 - Title III - **Presented by:** Maria Mendoza
 - Academic Senate - **Presented by:** Jan Ford
 - Other Topics

Wrap Up

CUYAMACA COLLEGE INSTRUCTIONAL COUNCIL

Members: Babylon, Burak, Carmona, Charter, Custeau, Fralick, Haber, Monroe, Nesta, Nette, Preibisius, Ramos, Reed, Riley, Santana, Sessom, Setzer, Sherwood, Taccone, Wilson, Wolfe,

Co-Chairs
Cristina
Chiriboga

Guest: Nanette Wier, AMP
Co-Chair

Recorder: Debi
M...

AUGUST 28, 2006

**1:00p-3:00p
F106**

AGENDA

REVISED

I N F O R M A T I O N	D I S C U S S I O N	D E C I S I O N	D E S C R I P T I O N	R e s o u r c e s U s e d	T I M E
		X	1. Approve Minutes		2 minutes
X			2. Department Updates <ul style="list-style-type: none"> • Art • Auto Tech 	D. Babylon J. Custeau	6 minutes
	X		3. New Scheduling Formats/Ideas	All	15 minutes
	X		4. First Six Hours	All	15 minutes
	X		5. Enrollment Status	All	15 minutes
X			6. AMP Presentation of New Form <ul style="list-style-type: none"> • Sign Up Sheet for AMP Presentations 	All	30 minutes
	X		7. Writing Center Info	C. Charter	5 minutes
	X		8. English Graduation Requirement from 110-120	C. Charter	5 minutes
X			9. Updates <ul style="list-style-type: none"> • Academic Senate • Title III <ul style="list-style-type: none"> • Stipend Applications • On Course • Accreditation 	J. Ford M. Mendoza C. Chiriboga	20 minutes
	X		10. Other <ul style="list-style-type: none"> • Expectations re Holiday/Exam Letter to Faculty • Gate Closures 		7 minutes

NEXT MEETING: October 2, 2006 at 1:00 in F106



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Co-Chairs
Cristina
Chiriboga
Kristin Zink

Recorder: Debi
Mendoza

October 2, 2006
1:00-3:00
F106

Guest(s):
Kari Wergerland, Co-
Chair, On-Line
Teaching & Learning

AGENDA

I N F O R M A T I O N	D I S C U S S I O N	D E C I S I O N	D E S C R I P T I O N	R e s o u r c e U s e d	T I M E
		X	1. Approve Minutes		3 minutes
X			2. On Course	M. Mendoza	10 minutes
X			3. Department Updates <ul style="list-style-type: none"> • Business & Professional Studies • Child Development • Communication Arts 	M. Sessom K. Zink C. Charter	12 minutes
X			4. High School Outreach	J. Abel	10 minutes
X			5. On-Line Course Process/On-Line Course Incentive	K. Wergerland	15 minutes
	X		6. Schedule Format Forum Debriefing		15 minutes
X			7. Annual Implementation Plan		10 minutes
	X		8. Part-Time Faculty Hiring and Employment Services		15 minutes
X			9. Updates <ul style="list-style-type: none"> • Academic Senate • Bookstore Questions • Workforce Development – Engl 120 grad requirement • Academic Calendar 	J. Ford K. Zink K. Zink M. Wolfe	20 minutes
X			10. Other <ul style="list-style-type: none"> • Academic Master Plan – any questions • Environmental Scan (Next Month) 		10 minutes

NEXT MEETING: November 6, 2006 at 1:00 in F106

Upcoming Events: November 7 – Schedule Debut – 10-1 – Grand Lawn

December 7 – President’s Holiday Celebration – 12-2- Museum



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Co-Chairs
Cristina
Chiriboga
Kristin Zink

Guest(s): Keren Brooks,
Institutional Research,
Pamela Wright, Institutional
Research Planner,

Recorder: Debi

November 6, 2006

1:00-3:00

F106

AGENDA

	I N F O R M A T I O N	D I S C U S S I O N	D E C I S I O N	DESCRIPTION	T I M E
			X	1. Approve Minutes	3 minutes
X				2. Department Updates <ul style="list-style-type: none"> • Community Learning (M. Ramos) • CIS Technology & Graphic Design (J. Reed) 	6 minutes
X				3. Environmental Scan (K. Brooks and P. Wright)	30 minutes
X				4. Bookstore (M. Gilchrist)	10 minutes
X				5. Student Learning Outcomes/Accreditation (M. Wangler)	10 minutes
X				6. AIP 2005-2006 – tabled from last meeting – bring handout from last meeting	10 minutes
X				7. Part-Time Faculty Hiring and Employment Services – tabled from last meeting	15 minutes
X				8. Updates <ul style="list-style-type: none"> • FTES • Academic Senate (M. Wangler) 	15 minutes
				9. Other	

UPCOMING EVENTS: Schedule Debut: November 28, 2006 10-1 Grand Lawn



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Co-Chairs
Cristina
Chiriboga
Kristin Zink

Guest(s):
Amber Green, Director

Recorder: Debi

December 4, 2006

1:00-3:00

F106

AGENDA

I N F O R M A T I O N	D I S C U S S I O N	D E C I S I O N	D E S C R I P T I O N	T I M E
		X	1. Approve Minutes	3 minutes
X			2. Department Updates <ul style="list-style-type: none"> • CADD Technology • Environmental Tech • Exercise Science 	6 minutes
	X		3. The Cuyamaca Way	30 minutes
X	X		4. Schedule Fall 2007 Pilot Program <ul style="list-style-type: none"> • Procedure for Schedule Submission • Schedule Format Task Force 	30 minutes
X			5. Part-time faculty hiring and Employment Services – Reminder (A. Green)	20 minutes
			6. Updates <ul style="list-style-type: none"> • Academic Senate • “C” or better • SLO Training Session (Flex Week, e-mail or special training) 	20 minutes
			7. Other <ul style="list-style-type: none"> • Faculty Evaluation Practice: Observation Period? 	

NEXT MEETING: February 5, 2007

UPCOMING EVENTS: Holiday Celebration – Thursday, December 7, 2006 from 12-2



CUYAMACA COLLEGE INSTRUCTIONAL COUNCIL

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Co-Chairs
Cristina
Chiriboga
Kristin Zink

Guest(s): Beth
Appenzeller, Dean of

Recorder: Debi

DATE
February 5, 2007
1:00-3:00
F106

AGENDA

I N F O R M A T I O N	D I S C U S S I O N	D E C I S I O N	DESCRIPTION	T I M E
		X	1. Approve Minutes	3 minutes
X			2. Department Updates <ul style="list-style-type: none"> • Foreign Languages • History, Social & Behavioral Sciences 	10 minutes
X			3. Marketing (Appenzeller)	15 minutes
X			4. High School Outreach (Morrin)	10 minutes
X			5. FTES Updates (Chiriboga)	15 minutes
X			6. Budget Timelines (Chiriboga)	20 minutes
X			7. Employment Hire Letter (Interpretation)	20 minutes
X			8. Accreditation Updates <ul style="list-style-type: none"> • Web Address: www.cuyamaca.edu/accreditation • Internal Approval Timelines (Handout) 	15 minutes
X			9. Other <ul style="list-style-type: none"> • Duplicating – new e-mail address (Handout) 	

Next Meeting: March 5, 2007