**AGENDA**

**Department Chairs**

**September 5, 2013**

**Goodwin Forum**

**Meeting Time: 9:00 – 11:00**

1. Announcements / Short Discussions
   1. Removing classes for the catalog after not being taught for five years
   2. Enrollment update
   3. Scheduling update
   4. Retention and Inclusive Student Success Reorganization
   5. EAB Analytic Presentation (CCR, Sept. 24, 9-11)
   6. Draft Guidelines for Approving New Certificate Programs
   7. Periodic Evaluation of Temporary Faculty
   8. Budget Update
2. **Topic:** Departmental Issues

**Time:** 10:00 – 10:30

**Attachment:** None

**Background:** I would like to hear what you think are the major issues facing academic departments this year and over the next three to five years? What are you concerned about? Are these issues that are best addressed at the department, college, division, university, system, state or national level? If they can be addressed at the division or university level, how should they be prioritized?

**Action:** Discuss issues of concern for academic departments.

1. **Topic:** Division Priorities

**Time:** 10:30 – 11:00

**Attachment:** None

**Background:** At the division level, improving student success remains the primary goal. Decreasing failure rates, increasing retention and graduation rates and closing the achievement gap are the primary metrics for determining student success. Over the last few years, a number of steps have been taken to improve student success such as the freshmen-mentoring program, restructuring scheduling and looking at a first-year-experience course. These are examples of global efforts designed to help all students and in the coming year the campus will continue to focus on these sorts of projects. Restructuring advising is a good example. This year, we need to develop a clear plan for effective advising. Another example is the project to map course outcomes to program outcomes. This project provides departments with an opportunity to assess their major programs and the number of units the major requires. In addition to these global projects, other efforts specifically target at-risk students. For example, our new early alert system is designed to target at-risk students for early intervention. Restricting major changes after a certain number of units is another example of a program specifically designed for at-risk students. Going forward, more of our efforts are going to be more narrowly focused on at-risk students. These efforts are going to be coordinated primarily through the Enrollment Management Working Group and the new unit for Retention and Inclusive Student Success.

**Action:** Discuss and provide feedback on division priorities