

Council of Chairs Meeting
Thursday, October 17, 2019
10:00 AM | UH 237

Attendees: David Carlson, Rueyling Chuang, Kelly Dortch, Stacey Fraser, Michelle Fuller, Thomas McGovern, Matthew Poole, Shafiq Rahman, Terry Smith, and Peter Williams.

1. Approval of Summary Notes from the September 9 retreat.

2. Dean's Office Report and Group Discussion:

Dr. Rueyling Chuang, Interim Dean

- **PDC Courses and Tenure-Track (TT) Faculty:** Dr. Chuang spoke about *combining sections* as a strategy that can help increase the number of TT faculty teaching PDC courses. There is a big push to schedule TT faculty to teach in PDC to diversify the courses and faculty teaching pool. Chairs and Dean discussed the issue in depth.
 - i. **Student Enrollment in PDC:** Dr. Chuang has asked Michael Salvador to assist in scheduling a meeting with the community colleges in the desert area to provide more information of CAL programs. She invited chairs to attend with her.
- **CAL Calendar for Chairs and Dean's Office:** Diana showed Chairs the calendar of important dates/event that has also been synched into an Outlook Calendar titled *CAL Chairs – Important Dates* (invite to share the calendar was sent to all council via email).
- **Strategic Plan Priorities/College Monthly Report:** Dr. Chuang showed Chairs a more defined Divisional Goals and Objectives that will be covered on the monthly and quarterly reporting to the Provost.

Dr. Peter Williams, Associate Dean

- **Q2S Scheduling Concerns:** Dr. Williams addressed various issues regarding Q2S which included: staffing and room resources, contracts and entitlements for lectures, changes arising from Executive Order 1100, increased competition between colleges and its departments, and cost increase per WTU. In addition to various concerns that were extensively discussed, there were also new opportunities that were addressed such as: Category E (*The Foundation Seminar*), enrollment in the CSUSB - Palm Desert Campus, and new scheduling opportunities (specifically looking at Saturday courses).
- **New CAL Courses:** Dr. Williams informed Chairs that a new course was created under the semester system: CAL 3550, titled: *LGTBQ Issues in the Humanities*. Dr. Williams asked Chairs to identify any faculty member interested in teaching this course and will forward names to Dr. Brian Heisterkamp.
- **CAL Department Course Offerings:** Dr. Chuang and Dr. Williams asked Chairs to create a course/section list (a course wish list). This list will provide both Dr. Chuang and Dr. Williams an idea of what you are planning to run under the semester system. Chairs agreed to provide their wish list to the Dean's Office by November 15, 2020.

Meeting Adjourned at 12 PM