



**DRAFT SUMMARY 11-1-2011  
JOINT DAS & VP Council  
2pm District Office, Room 222**

**Governing Council Officers**

**2010-2011**

Diana Bennett  
*President*  
Ray Hernandez  
*/Patty Dilko  
Past President*  
David Clay  
*Cañada College AS President*  
James Carranza  
*College San Mateo AS President*  
Fermin Irigoyen  
*Skyline College AS President*

Alicia Aguirre  
*District Curriculum Committee*  
Monica Malamud  
*Cañada College AS Vice President*  
David Laderman  
*College San Mateo AS Vice President*  
Leigh Anne Sippel  
*Skyline College AS Vice President*

1. Call To Order	3pm
2. Roll Call/ Recorder	PRESENT: Co-Chairs: Diana Bennett, Jing Luan  DAS Members: Diana Bennett, Fermin Irigoyen, Leigh Ann Shaw, Dave Clay, Alicia Aguirre, Monica Malamud, James Carranza, Patty Dilko  VP Council: Susan Estes, Jennifer Hughes, Sarah Perkins Robin Richards, Michael Williamson,
3. Review of the Agenda items	Approved
4. Review of Summary: 5-24-2011	Approved
5. Discussion Topics	
5.1 CurricUnet Curriculum Implementation	Update: Curriculum is being tested and implemented at the local colleges this Fall semester. Workflow issues were discussed and will be brought up with Steve at CurricUnet. Request for re-training by curriculum chairs. Webinars and handbook requested for faculty resources. Full implementation of curriculum module is Spring 2012.
5.2 CurricUnet Program Review Module Implementation	Update: Sarah Perkins is working with Steve at Curricunet. CSM and Skyline are awaiting Canada's pilot testing. Full implementation of the Program Review Module is targeted for Fall 2012
5.3 Plus/Minus Grading Pilot – Update	Update: DAS president is meeting with the Associated Students at all colleges to discuss pilot data and hear their concerns. Diana will bring information back to DAS to discuss before making a final recommendation to the Board.
5.4 Title 5 Repetition & Withdrawal from Credit Courses	Update: The Enrollment Services Committee (ESC) has reviewed the Title 5 changes regarding course repetition and withdrawal. Colleges have 180 days to comply with the changes (summer, 2012). The new regulation permits students to

	<p>enroll in a non-repeatable course a total of three times (including the initial enrollment) in which the student has received a W, F, D, or NP grade. A district may claim apportionment for the three enrollments. A student may petition to take the course a 4<sup>th</sup> time if extenuating circumstances exist. The Deans of Enrollment Services will be discussing what constitutes serious extenuating circumstances so that there is consistency among the colleges in granting requests beyond the third enrollment. A district may claim apportionment for the 4<sup>th</sup> enrollment. A student may petition for subsequent enrollments, but again must demonstrate that serious extenuating circumstances exist. However, a district may not claim apportionment for subsequent enrollments.</p> <p>ITS is currently making the appropriate changes in Banner to accurately count the allowable enrollments in non-repeatable courses. The Deans of Counseling at the three colleges will make sure that counselors know of the changes in the repeat limit so that students can plan their schedules accordingly.</p> <p>In addition, the regulations address the “No Notation” and Census date as they relate to the collection of apportionment. Currently, the “No Notation” date is 2-3 days after Census Date. Kathy Blackwood is attending a meeting of the state Chief Business Officers (CBOs) and will alert us if we need to make any changes in the “No Notation” date. If so, this will also be accomplished in time for the summer/fall registration cycle</p>
5.5 Dist R & R 6.13 Curriculum and Program Development, Program Review and Program Viability and Discontinuance Policy	<p>Discussion regarding policy and procedure in the revision. Recommended to separate out policy from procedure. Next Step: Patty Dilko, Leigh Ann Shaw and Susan Estes will work on revision to reflect policy</p>
5.6 Faculty Grade Submission Timeline	<p>Discussion regarding faculty grade submission date. DAS voiced their concerns and timing of the faculty grade submission timeline. Primary concerns included, no consultation with faculty leadership, no communication to faculty at large of the change, due date of 12/20 not practicable for faculty. DAS Resolution shared with VP Council. VP council and DAS discussed a compromised date change for faculty to 12/22 at 4pm. Joint message to go out to faculty, stating reason for change and collegial collaboration among VP Council and DAS regarding date change. Consensus to change Faculty Grade Submission date to 12/22/11 at 4pm for faculty.</p>
5.7 CCC – SSTF Recommendation	<p>Discussion regarding the CCC SSTF DRAFT recommendation. VP Council and DAS shared concerns over the recommendation. Senate will be attending Fall Plenary, 11/4 to gather further information. VP Council requested joint meeting to discuss with senate. Next Step: Joint DAS/VP Council meeting scheduled for 11/21</p>
5.8 District Collaboration – Budget Reductions	<p>VP Council reported there was nothing to share at this time but has been discussion at council meetings</p>
6. Next Meeting	November 21, 2011 at 2pm
7. Adjourn	5:30