



EL CAMINO COLLEGE
FINE ARTS DIVISION

DIVISION COUNCIL

MEETING DATE: Tuesday, May 24, 2011

LOCATION: Dean's office

TIME: 1:00PM-2:00PM

RECORDER: D. L. Hayden

ATTENDING:

- B. Boseman
- W. Georges
- R. McMillin
- H. Nosworthy
- K. O'Brien

- D. Rowan
- B. Spain
- R. Wells
- C. Fitzsimons, Dean
- D. L. Hayden, Faculty Coordinator

VISITORS:

INFORMATION/ANNOUNCEMENTS:

1. Plan Leaders: Status Reports for 2011-12 Program Plans are due July 31.

DISCUSSION/ACTIONS:

1. Approval of Minutes from March 10, 2011

The minutes were approved by acclamation.

2. Teacher Load Summaries – Spring 2011

The dean distributed the teacher load summaries which were reviewed at the last Division Load Committee meeting. Since some departments were not represented at that meeting, she asked council members to be sure to share the information with their departments.

She noted that the overall fill rate for the division's weekly census classes was very good at about 108%. She clarified some aspects of the report in response to faculty questions.

- The Teacher Load Summary is calculated after the first Census of the semester.
- It represents the actual enrollment as opposed to the maximum enrollment for each class.
- Some classes are overenrolled (over 100%)
- Enrollment caps are established when the course is first developed. A proposal needs to be submitted to the Division Load Committee for their review.

She suggested that if faculty would like to revise any enrollment caps, to make it an agenda item for their respective departments.

3. Budget Update

The dean reported a brightening budget picture. The campus is now planning for Option 2 instead of the dire Option 2.5-3. This means that there are no anticipated Fall 2011 class reductions.

4. Academic Calendar

R. Wells, Academic Senator, reported that the Senate and the Union were getting involved in resolving the academic calendar. Spring 2012 rollover schedule is on hold until the calendar is settled. The dean polled the division on what their pedagogical concerns might be regarding the calendar decision. There was no department consensus, mostly personal reasons for or against a change.

5. Repeatable Courses Fact Book

- a. Title V: The Division Curriculum Committee and the College Curriculum Committee will be addressing repeatability concerns to adjust curriculum to be in greater compliance with Title V.
- b. Institutional Research: The dean clarified some of the confusion in discussing repeatability, including the dual meanings of “repeatable” and “activity” classes. With the help of Institutional Research, she hopes to prepare a Fact Book to spell out differences and provide data to support the division programs.

FUTURE AGENDA ITEMS:

NEXT MEETING: Next year

Attachments:

Minutes
Teacher Load Summary SP11
Repeatability Documents

- Dean
- Chair
- Committee
- Portal
- Dean's notebook
- Recorder's notebook