

**CALIFORNIA COMMUNITY COLLEGES  
CHIEF INSTRUCTIONAL OFFICERS  
EXECUTIVE BOARD MEETING**

**MINUTES**

**Wednesday, October 31, 2007**

**9 to 11:45 a.m.**

**Big Sur Room, Monterey Beach Resort**

**2600 Sand Dunes Drive**

**Monterey, CA 93940**

**831.394.3321**

*Present: Berta Cuaron, Sue Lorimer, Ed Buckley, Pam Eddinger, Dave Bolt, Melinda Nish, Pam Deegan, Barry Russell, Renee Kilmer, Leige Henderson. Guests: Carole Bogue-Feinour; John Spevak  
President: Lori Gaskin*

1. Call to Order – *Lori Gaskin*- 9:05
2. Agenda Modifications – *Lori Gaskin*- VC Carole Bogue Feinour comments re. Title 5 revisions etc.
3. Consent Agenda
  - a. Minutes of September 19, 2007 Meeting (attachment 1) – *Linda Berry* – Approved with addition of Sue Larimer as present.
  - b. Treasurer’s Report (attachment 2) – *Dave Bolt* - Received \$6K for BS.
  - c. Consultation Council Assessment Task Force Minutes, September, 2007 (attachment 3)– *Pam Eddinger* Report will be presented to BOG on Nov. 5
4. Adoption of 2007-08 Budget (attachment 4) – *Dave Bolt* – Proposing a balanced budget of income and expenses. Maintaining Excel spreadsheet. Budget approved.
5. President’s Report – *Lori Gaskin*
  - a. CSSO/CIO Leadership Institute (November 2007) - Bob Bell – no formal affiliation with CSSOs or CIOs. Historically this leadership institute was just for CSSOs. Next year we should formally partner with the Leadership Institute or make it clear that we are not a part of it.
  - b. Purposes and Objectives, CCCIO Constitution (attachment 5) Review the purposes and objectives, particularly in light of President’s goals.
  - c. Executive Board Goals 2007-08 (information) – Suggested that there might be action items under these goals.
  - d. ACCCA Presentation 2008 – submitted proposal to CSSO regarding what we love about being CIOs in order to promote our profession.
  - e. Soliciting grant readers – Mitjl Capet for BSI – 16-18 grants. Nov. 26-27 in Sacramento.
6. Conferences
  - a. 2007 Fall Conference, October 31–November 2, Monterey Beach Resort - Host assignments. Regional Group meetings can be focused on whatever the group wishes to discuss. Introduce new CIOs.
  - b. 2007 CCLC Conference, November 15-17, San Jose Fairmont Hotel– *Lori Gaskin* – we sponsor 9:45-10:45: Assessment – Pam E and Debbie. Friday at 11 – Instructional issues in collective bargaining – Norm Fukimoto and Judy. Friday 2:45 – Visit to World of Title 5 – Randy, Lori and Mark Ridlow.
  - c. 2008 Spring Joint Conference with CSSOs, March 26-28, San Diego Holiday Inn – *Pam Eddinger* - 1 main speaker identified: Ed Pavello. Expert on civility in the classroom and in academe.

## 7. Members' Reports and Issues

- a. Dept of Education Deans Advisory on Teacher Education – *Renee Kilmer* – New council via Jack O'Connell. Deans of schools of education met regarding credentialing programs and how to address the teacher crisis and causes. Met in Spring – Advisory group of 2 members from each group. Renee went per Carole. Recruitment and pipeline: community college perspective – how can we better partner with university teacher ed prep. Group drafted a white paper on what group will do over the next year, and policy recommendations to take to the governor. Accountability needs to be data driven. Deans of School of Education are tracking for 5 years – but not formally enough. Concept paper to be presented in early December to Jack O'Connell. How can CCs help? Send ideas to Renee. Not enough education programs/courses at community colleges to keep students interested. Articulation of education courses with the CSUs: back door approach of waiving requirements taken at CC, and perception that CC faculty might not be “as qualified.” Leige: how many students placed in teaching positions were CC students? Email to Renee: “Teacher Ed Ideas” subject line. Pass on to Regional Groups.
- b. Collaborative Training For Administrators – *Lori Gaskin* Collaborating with ACCCA on trainings. Need general direction of what we want to do. Ask if any CIOs want to participate. Let's not dilute our own efforts of the PAL program and the 411 course. Take ownership of our primary training role in our own organization. Segmentation is key – we should specialize in our own strengths.
- c. PALS– *Pam Deegan* – Will match up mentees and mentors at Business meeting. Will talk about what we do. Experts on certain topics to assist new CIOs.
- d. Statewide Equity and Diversity Task Force – *Leige Henderson* .. Mandated to have an Equity Diversity Task Force. Equity issue is more along the lines of the Student Equity Plan (Chuen Chan). Diversity is more about hiring. Registry has online service/process for applications. Then the name would go into the database and identify diversity. Student Equity Plan – less than 50% returned. Who is looking at them? Send ideas to Leige. Dearth of diversity in administrative positions.
- e. COA (attachment 6) – *Michael Bagley* – rep to COA. Submitted document. Out of season play is an issue. See attachment.
- f. TTAC – *Barry Russell* – will hand out plan for budget proposals for next few years. Course management system – pilot program and feedback. Funding is in BCP. Pam...informal meetings to complain about Presidium. Security issues with log-ons – breached FERPA.
- g. ETAC – *Barry Russell* – have mission statement. Publishing DE guidelines. Key points: separate course approval expanded to include hybrid courses. Independent study calculation – lab online courses using hours not unit calculation. Apportionment for tutoring has been revised. Extensive list of definitions.
- h. *News and Views*: commendations and recommendations *Ed Buckley* - Features new Board members, new CIOs, dues reminders, dates. Keep these items or add new? Put a counter on webpage? He wants more voices. Acknowledge retirees.
- i. Administrative Retreat Rights – Friedlander solicited ideas about retreat rights. Strengthen as way to foster faculty coming into administration. Friedlander et.al. – protection is there, but won't motivate faculty to come into administration. Senate wants change because of small pools for deans and CIOs. Can we survey faculty who have the skills for deans, and ask why they aren't willing to move up? Salary issue, and working conditions. Lori, Pam, Pam and Ed will create a survey to put in Survey Monkey.
- j. Single course equivalency to teach. John Spevak –Merced. Single course equivalencies in some, not many, districts. Rostrum reopened this issue. Ralph Black's opinion is that this is not compliant with the intent of Title 5. Merced has Board Policy that allows single course equivalency. Academic integrity issue. John, Lori etc will open up issue with Academic Senate and address issues of integrity and flexibility. Even those faculty who do meet minimum qualifications cannot always teach full range of course offerings in a discipline. Equivalency is at the local level and is a local decision.

k. CCAOE: Berta Cuaron

Carole Bogue Feinour joined us to speak about Title 5 changes. Part I is in effect, and Part II will probably go to Consultation Council in January 08. Guidelines are being drafted and will be available in January.

8. Adjournment

**Next CCCIO Executive Board Meeting is Wednesday, January 16, 2008,  
9 a.m., System Office, Sacramento**