Recommendation #5 Response Team Meeting Notes

Monday, March 26, 2012 – 9:30-10:30 - IVC


Update: Nanda gave a brief update on what has changed with the VP retirement. Accreditation compliance duties have been assigned to the Deans who will lead response teams in finding solutions. Nanda Schorske will be leading this group to find solutions to meet WASC recommendations for Rec5 area. (See handout #1)

- Attend one meeting each week –
  - IVC --Monday – 12 noon – 1 pm BLDG 8 Foyer, Brown Bag (NOTE: CHANGE IN MEETING TIME & PLACE)
  - KTD -- Wednesday— 10-11 Deedy Lounge, Brown Bag
- Talk to 10 people each week to get ideas and input to bring back to ART
- Send suggestions to Nanda by email as early as possible. Nanda will be reporting on progress Wednesday afternoons
- Nanda will be the single point of contact and will communicate to proper departments for follow-up ex: staffing requests
- Remember that this response team is responsible for addressing gaps in IVC Student Services, Evening Students Services for the entire district

What is Rec5:

Handouts

#1 Visiting Team 2010 Recommendations
#2 Student Services Matrix
#3 Standard II C – Library and Learning Support Services
#4 Standard I: Institutional Mission and Effectiveness
#5 Draft Timeline for Recommendation #5

Please review your areas for ideas and/or suggestions. Brainstorm for solutions, no bad ideas, no ownership

Library staff will also be meeting separately and will report out. Additional staffing has been requested for IVC at 37.5 hours week for the library. Librarian John Erdhmann has been hired and will be on site at IVC 3 days per week. The question was asked about Library services in the evening. Scheduling is still being discussed.

Suggestions

- Scavenger hunt with HS students to see how CoM systems are working
- Invite Interested faculty members in-person for input. Need buy in from faculty for success
- Have 1 hour of each class meet at the Library for orientation session
  - Cover my com portal workshops
Research – how to

- How do we connect the students with new and/or enhanced services that will be offered?
- Textbooks on reserve – all faculty get desk copies suggest these go to library
- Set up system for reserve books – need staffing/books
- Shifting services – explore how to maximize who is already on site
- Hours of operation – return to the 7:00 pm? Consistency in office hours across all services. Peak times only?
- Offer the right class at the right time
- Make sure that the “leftovers” are not the only offering @ IVC
- Watch both ends am/pm of class offerings – with the weak economy, both morning and day classes have larger enrollments – research needed
- More research is needed on student numbers and IVC/KTD and who is taking classes where and why
- Will the district allocate the needed resources?
- Need placeholder for summer hours at IVC Library

ACTION ITEMS

- Nanda Schorske will send request to faculty for textbooks
- Nanda Schorske will check with John Erdmann and Susan Andrien for process on checkout of textbooks
- Nanda Schorske will work with Chialin Hsieh on research