Members Present: P. Duren, H. Eder, K. Horan, N. Howard, S. Philibosian, P. Wilson (Dean), E. Woodard, D. Wort (Chair).
Members Absent: J. Andrews, D. Seelinger

1. Welcome and Chair’s Report: The Chair reminded the Committee that this was to be the last meeting of the year. Though we haven’t completed all the tasks for the year, we have achieved some important goals. It is hoped that the Committee can begin its work next year by mid October. The Chair indicated that in years past the Committee had found it useful to schedule a retreat before the beginning of the academic year, usually during the summer. He suggested we might consider having such a retreat again. For next year, we will pursue our ongoing task of creating an academic community at the Concord Campus. We will need to work on our Annual Report to the Academic Senate at this meeting. The report is due on May 24, 2005.

2. Campus Update and Dean’s Report: Dean Wilson reported on a Solano faculty to faculty exchange held on Tuesday May 9. The day went well; several Concord staff members attended. Eder thanked the Dean and his staff for their preparations. Solano faculty who attended were also impressed by the Concord Campus. Solano plans to build a branch campus in a location near American Canyon. It will partner with Sonoma State University in scheduling courses at this location. There has been some concern that Sonoma might be trying to come down into our service area. Marcie McDaniels, our Head of Enrollment Services has been working with community colleges in the Sonoma and Napa areas.

The West Contra Costa Unified School District has shown interest in a joint program now administered by the Sweetwater Union High School District in San Diego, and San Diego State University. Seventh, eighth and ninth graders in Sweetwater are given scholarships which will enable them, given successful completion of course requirements, admission to SDSU. Students in the program are 68% Hispanic, with 50% ESL. This is very important commitment by SDSU, given that it is otherwise an impacted campus. It is also interesting that no additional public resources are involved; funding for the program comes from private grants. It is hoped that a similar joint program could be developed between Richmond and Cal State East Bay.

The Dean reported that he has submitted a proposal to open the campus on a Monday-Thursday schedule only this Summer, to save energy. This proposal for a 4x10 week is currently being considered by the Provost and the President. This Summer schedule, if approved, would commence on June 20.

The Concord Campus’ first ever Graduation Celebration will be held on Thursday, June 9 at the Hoffman Theater, Lesher Performing Arts Center in Walnut Creek. Though it is not a replacement for the formal graduation ceremony to be held the following weekend at
the Hayward Hills Campus, the celebration will recognize outstanding students, staff and faculty at the campus. The Celebration will be preceded by a no host reception. One hundred and fifty four students are now registered. Since space for guests will be limited, it is important that faculty and staff planning to attend please rsvp. as soon as possible.

3. Old Business, Academic Program Delivery: As the Committee’s work this academic year has revealed, The Concord Campus will have continuing challenges in marketing its programs. Continued progress in developing lines of communication with Hayward Hills is essential. It will continue to be necessary to develop those front desk services that are essential and tailored to the unique situation at Concord. All services available at Hayward Hills may not need to be provided, but those provided need to be equitable with those at Hayward Hills. Our goal continues to be assuring students that they may be able to complete. But there has been backsliding, otherwise how is it that 60% of students attend at both Concord and Hayward Hills? The Committee has also takes note of the numerous reports evaluating services prepared since the Concord Campus opened in 1992. As stated before in the minutes, the goal of the Committee remains the development of a self supporting academic community at Concord through 1) the stationing of Faculty Program Coordinators in the programs represented at Concord 2) assuring students that they may complete their programs here in two years and ultimately 3) the development of a budget enabling the Concord Dean to pay the Departments to locate classes at Concord.

4. New Business: Preparation of an Annual Committee Report: The Chair indicated that since the Annual Report was due the following week, it would be essential for the Committee to identify its work this year as reflected in the minutes. Each member should contact the Secretary by email and identify major themes addressed in 2004/05. The Secretary would in turn assist the Chair in preparing the report. Material would need to be submitted by May 17.

5. Other: The Committee will be sad to lose Herb Eder as our Emeritus Member. Herb has been an immense asset to the Committee as well as the Concord Campus itself. We all wish him the best in his retirement.

Respectfully Submitted,

Steve Philibosian, Secretary