

Vice President Academic Affairs

Dean of Instructional Planning

- ◆ Advisement Time
- ◆ Course Scheduling (Global Perspective)
- ◆ Curriculum Approval
- ◆ CurricUNET
- ◆ Class Schedule and Catalog
- ◆ Distance Education Course Approval
- ◆ Enrollment Management
- ◆ Faculty Load History Sheets
- ◆ FTES, FTE, data analysis
- ◆ Flex Contracts
- ◆ Grants (MATE, Perkins, Tech Prep)
- ◆ Instructional Budgets Planning and Development
- ◆ Instructional Service Agreements
- ◆ Instructional Facilities, Planning, and Usage
- ◆ Student Complaints

- ◆ Academic Program Planning
- ◆ Academic Calendar
- ◆ Accreditation Liaison Officer
- ◆ Budgets for Academic Affairs
- ◆ Collective Bargaining
- ◆ CIO – Liaison
- ◆ Curriculum
- ◆ Division Chair Evaluations
- ◆ Enrollment Management
- ◆ Evening Campus Supervisor
- ◆ Faculty Evaluations
- ◆ Travel Study

Dean of Instruction

- ◆ Budget Transfers/Purchase Requisitions
- ◆ Class Additions, Alterations & Cancellations
- ◆ Course Scheduling (Micro)
- ◆ CTE Planning/advisory Committees
- ◆ Division Budget Tracking
- ◆ Enrollment Management
- ◆ Faculty Evaluations (All)
- ◆ Faculty Hiring Committees
- ◆ Faculty Load History Sheets
- ◆ Faculty Orientation (FT & PT)
- ◆ Learning Centers
- ◆ MPC Education Center at Marina
- ◆ Program Review
- ◆ Public Safety Center Scheduling
- ◆ Staff Development/PRB
 - Sabbaticals
 - Allen Griffin Award
- ◆ Student Achievement
 - ◆ Basic Skills Initiative
 - ◆ LOBO TLC
- ◆ Student Complaints

