

Members present:

Kristine Di Memmo, Paul O'Connell, Tucker Amidon, Gregory Anderson, Scott Blair, Shari Yates, Wendy McKeen, Mark Sellick, Gloria Aguilar, Brandon Owashi, Casandra Greene, Stephen Ashby, Eddie Perez, Kristi Woods, Marc Sanchez, Carol Farrar, Rachel Weiss, Wendy McEwen, Shauna Kim, Patricia Avila, Monique Greene, Chip West, Garth Schultz, Star Taylor, Malika Bratton, Hayley Ashby

- I. Approval of Agenda – M/S/C Amidon/Ashby
- II. Approval of October 12, 2020 minutes – M/S/C Amidon/Ashby
- III. Chairs' Report – P. O'Connell; K. Di Memmo
 - The joint prioritization meeting went well, not perfect but different from last year. Some things changed and worked as intended. GEMQ will help assess the process.
- IV. New Business - Action
 - a. Joint Leadership Prioritization Letter to the President – P. O'Connell
 - Letter includes percentages and composition.
 - Prioritization of the initiatives first 10 and joint a, b, c.
 - Full time tenure track faculty hiring.
 - Ranking of the faculty hires.
 - **Motion to approve letter to President Anderson - Farrar/Amidon**
 - Suggestion to include brief synopsis of initiatives.
 - Kristi showed the rank of top 10 what was discussed, how the voting was weighted. Faculty prioritization results on second tab.
 - **Motion to amend the letter of the suggestions recommended, details of the priorities that were voted on. Motion to move letter forward - Farrar/Ashby**
 - b. Evaluation Approval Process – C. West
 - Accreditation visit cited us on evaluations. Need to close the loop in the process to make sure the process was completed.
 - HR sends a list every month. HR and RDAS approved the process.
 - Heidi in the President's office will track evaluations each month and follow up with managers starting November 2020.
 - Process is the same except Heidi is involved to check off the list and follow up with President.
 - Faculty process goes through Farrar's office.
 - FT faculty process is strong PT faculty process has room for improvement.
 - **Motion to approve the improvement of evaluations - Amidon/Ashby**
 - c. Guided Pathways Plan – M. Greene
 - Will send out the revised GP plan, new timeline and how it will move through the process.
 - Developed an equity narrative to show RCCs commitment to the work.
 - Key areas, closing equity gap for students, San Diego State has a plan we will share.

- Highlighting student success, why we are implementing the plan, how it aligns.
- Assessment of our progress and where we are at closing the gaps.
- Broke down by pillars, action items for each objective through pillar 4.
- Timeline – LC, then Senate next Monday, EPOC for final read, Dec. 4, Senate second read and final approval.
- Leadership councils have been given specific things to address and focus they are in charge of.
- Need to work on keeping the document aligned with scale of adoption.

Plan reads well, easy to see where we are at any point and that we have action items. Need to identify target goals. Plan will be updated throughout even after approval. Chancellor has been complimentary with what our college has done with guided pathways.

V. New Business – Discussion

a. Accreditation Follow-up Report – H. Ashby/C. Farrar

- Draft of the follow up report.
- One recommendation for compliance regarding evaluation process.
- College response to recommendation.
- Meet the standard as well as sustain going forward.
- Report is technical in nature, fairly brief, improvement process as well as compliance of the standard.
- Where we stand for pending evaluations, table will show our process and improvements.
- Hayley went over the report.
- Will bring it to this group for a first and second read in the spring. Then to DSPC, BOT in the fall.
- Pending – this means evaluations should have been done.
- Farrar went over the Accreditation follow up report 2021 document to inform the college campus of the follow up report and recommendations.

b. Updates on PRT – C. Farrar

- Meeting with reps to refocus the PRT. Three areas of focus in the PRT visit. Reviewed fall plans. Did not need the level of support, contacted the team and agreed to let us refocus our PRT visit.
- Multiyear planning, schedule development, strengthen student success teams, professional development.
- Several meetings with DLC, IDS's, Senate, and Dr. Greene to find out where we are with multi year scheduling. Will set our potential dates for the first visit to happen during winter session. Will reach out to faculty to check availability and offer SPRs.

c. Agenda items – Strategic Planning Retreat – 12/4

- Looking at what went well with prioritization, feedback from everyone. Goal is to look at process and assess to make things better.
- Important for GEMQ to run the process.
- Inescapable services.
- Leadership council onboarding.
- Classified has done a good job with onboarding. Will work on improving onboarding for faculty.
- Timelines

Suggestions for retreat topics: Student equity, share best practices, how to close the equity gap,

VI. Reports

a. District Reopening Taskforce

- Instructional workgroup lecture and lab - Made progress with identifying the scope of work and identifying the charge. Provide leadership plans, safety and facilities team to get more information moving forward.
- Do we have success rates for classes on campus vs. online? Power BI has this information but one semester behind.
- Working on providing principles to making decisions on the programmatic return to campus.
- Library and Academic Support services – Will continue to offer services on line. Wi-Fi options, more computers, hotspots, identify outdoor spaces for students to study. Will remain an online function through spring. Changing laptop distribution to the library.
- What resource are provided to those that do not have cars to sit in on campus? Hotspots would be available to those that do not have cars to sit in. Looking at CDC guidelines for outside services. Identified the return to campus with the colors as we are back down to purple. Ordering more hotspots and laptops for students.

b. Call to Action Taskforce

- Request for better communication with the four functional areas and all three colleges.
- Ensure that equity and racial justice is infused in all that we do. Our faculty and leadership team of councils have improved our processes.
- The response to the planning will reflect the intensions.
- President Anderson will be sponsoring A2mend, focus on how to be a better Ally. Let Heidi know if you would like to attend.

c. Accreditation – H. Ashby

d. Guided Pathways – M. Greene

- Student success team meetings conversation around our structure need for refinement, program of study how best to serve CTE students in different pathways.
- John Adkins and Shari Yates will meet to map out how to unite the divisions.
- Film and TV under FPA, engagement center is housed in CTE. Do we move them across campus? Trying to work on the pathways to make sense to students and where to find centers.
- Need to work on website design for these programs.
- Second round of GP action plan for spring semester, December 2nd what is to come for spring semester
- Needs to be faculty driven, those feeling displaced.

e. Student Equity – M. Sanchez or designee

- Brought forward a resolution to Senate requesting support in our efforts to have faculty more equity minded.
- Working on goals of the student equity plan.
- Trainings offered moving the institution forward- equity alliance, national equity trainings.

f. Program Review – C. Morrill

- What is Program Review these days?
- GEMQ and PR overlap
- How to figure out our identity, launch TEAMS space for membership to offer ideas.

g. Leadership Council Updates/Report Outs

i. SAS

- Discussion on GP plan, reviewing the plan.
- Connect with Inez for integrated Academic Support to have a better understanding.

- ii. TL
 - Went over plans, faculty hires.
 - GP plans to move forward for Nov. 30th
 - Contact Monique for TL's focus on GP plans.

- iii. GEMQ
 - Discussed GP plan.
 - Went over how to improve the prioritization process.
 - GEMQ has a major role but open to comments, suggestions of all leadership council members. Send GEMQ chairs an email with any suggestions to help us assess the project.

- iv. RDAS
 - Evaluation process approved and sent forward
 - Discussed determining subcommittee structure
 - RDAS committee structure, sub committees and what the composition should look like.
 - Discussed VP plans, prioritization, faculty onboarding.

VII. Other – Open Forum

VIII. Adjourn – 4:19pm

Motion to adjourn Perez/Amidon - by consent

Minutes submitted by Melinda Miles