

GEMQ
3:00pm – 5:00pm May 22, 2023
Via Zoom:

<https://rccd-edu.zoom.us/j/86116144366?pwd=ZG41eThEekx4TGhTTFJ0dkEvZHhmdz09>

	Members	Liaisons/Admin./Staff/Guests
x	Casandra Greene, Academic Affairs	
X	<i>Wendy McEwen, I.E.</i>	
	Wendy McKeen, Chemistry	
	<i>ASRCC student</i>	
	<i>Jennifer Bielman, Business Services</i>	
x	John Byun, <i>Fine and Performing Arts</i>	
	James Cheney, Physics	
X	Jennifer Corr, Business	
	<i>Kris Flowers, Outreach</i>	
x	<i>Joanie Gibbons-Anderson</i>	
X	<i>Bryn Glover, I.E. Grants</i>	
x	<i>Branden Hansen, A&R</i>	
	Rebecca Kessler, <i>CTE, Cosmetology</i>	
x	<i>Tommy Korn, World Language, ASL</i>	
x	Michael Love, Counseling	
x	Stephanie Lowry, <i>Nursing</i>	
x	Louie McCarthy, <i>I.T.</i>	
x	Brandon Owashi, Institutional Research	
	Virginia White, Life Science	

1. Call to order
2. Approval of Agenda M/S/C J. Gibbons-Anderson/Jennifer Corr
3. Approval of Minutes (April 2023) J. Gibbons-Anderson/S. Lowry 2 abstentions
4. Share Equity Best Practices and Suggestions for Improvement
 - o Finished recruiting for EMLI, lot of applicants
 - o Final week of equity talk to equity walk, data literacy workshops are piloting over summer
 - o Walk in counseling not serving the number of students we should during registration period. Throughout semester we have drop ins virtually. Quick questions, set up a table in front of Kane for Counseling questions or connecting to resources. This works well for students that can't get a counseling appointment.
5. Old Business
 - a. DEIC / Student Equity Committee – Update
 - o Committee has met twice first meeting was to acknowledge the challenges, address issues, productive meeting, clearing the air. Voting for faculty chair in the fall. Alicia Berber will stay through summer.
 - o Questions remain including What constitutes a member, still working through the

structure, who determines members? CSEA decides on the membership for classified professional co-chairs.

- One faculty gave concerns from students
- It was felt that we are moving forward
- Very little discussion on DEI Committee proposal
- We are out of compliance with DEI. What is our role?
- From what we can tell district has to have a DEI committee. Request from district that the colleges also have one. My expectations is that we will move forward. District strongly advised us that we have to have a DEIC.
- What is the structure of the committee. Needs to be more defined. Are we following the appointments like the leadership councils? Internal structure of operation needs to be discussed.

b. Prioritization – Closing the loop – Update

- Concerns with closing the loop. Need to discuss moving forward. Most things have been identified. General fund, grant. There are some challenges doing things before hand if something changes, grant ending, need guidance on how it should be used, emergency, resource request not filled out correctly. Should be getting feedback from business office. Relying on the VP's to communicate what was approved which has been a little bit of a gap. Only need about a week if they request was vetted appropriately.
- Report is done through Nuventive and information is provided for feedback and prioritization. This process is super easy through Nuventive.
- Identify the source of the money is part of the resource request to state the source for the money.

Ongoing discussion on how to request a resource and whether to state a particular grant or where monies come from.

6. New Business

a. Guided Pathways Plan

- C. Carter is our pathways coordinator putting together the work plan. Review and give feedback. It is a working document, robust plan with a lot of pieces. Courtney wants feedback, very open to the conversation. Not a one and done. Will continue to be updated as we move forward.

Feedback given:

- Word pedagogical is used throughout K-12. Andragogy is used through colleges methodology related to adults.
- Overview that it is very counselor heavy don't see where the faculty role is.
- Discussion of data coaching but very vague. Would like to see a pillar 4 is absolutely all faculty, Pillar 1,2,3 is more counseling.
- Brandon explained about data coaching. Trying to get more areas involved. Deans and VPs have been involved. Have support from the Deans of instruction.
- Concerns going rogue on data coaching. How are they engaging in a systematic way across the college?
- Designed for people to empower people to speak up. Provide skills and knowledge about data so that conversations can happen.
- Brandon feels confident in the data coaches, proud of the cohorts that we have.
- Brandon and Wendy recognize the need of data literacy, creating trainings hope to kick

off in the fall to empower more people. Using the data to ask the right questions to support student success.

b. Strategic Enrollment Plan (see attached)

- Discussion whether district enrollment management and enrollment management committees and how are they formed.

- We need to know when students drop and why. Wendy reports with the new ERP we can't. Wendy has asked year after year. We have good qualitative feedback from students sharing their feedback. The reasons have been good and bad. One way to have student not drop was to have the faculty member do something. Empowering the faculty with student facing services.

- We offer courses based on student need. Historically students enroll in what we offer, have we surveyed students asking about scheduling, in curriculum this came up. Casandra shared what Curriculum is doing.

Question - Is it possible to have an undecided or gen ed major? No - Financial aid requires students to choose a major.

- Page 15 – D. financial aid – not sure how much students understand the implications of getting a F and W or F and W.

- Talk in DE embedding support for students. Connection to make sure they have an ed plan. Maybe a link in canvas. Also having a link to academic support.

- Promise program students or financial appeal are the only students that have to have a ed plan. We don't reach all students for ed plans. All of the pathways have a list of all students in our majors that have a completed ed plan. Under 2.0 etc. going thru the list get students to come in and make appointments. Extending our hours after 5pm most of our students work. Work Saturday hours. Virtual hours after 6pm to accommodate students. Our 9-5 timeline doesn't work for students' schedules.

- Wendy shared data of 54 percent of students have an ed plan

- Early alert is only done once and comes too late. Reach out to Kyla and Courtney for suggestions for Early Alert.

c. VP Plans Update

Met with VPBS and VPSS still more updates. Meeting with VPAA tomorrow and VPPD next week. Hopefully we can review them at our first GEMQ meeting in the fall.

7. Committee Reports (as time allows)

- a.** ASRCC (representative) – no report
- b.** Student Equity (representative) – no report
- c.** Guided Pathways (representative) – no report
- d.** Program Review Committee (Virginia White)
 - Didn't meet this month but discussing what we are doing this year

- e. Assessment Committee (Wendy McEwen)
 - o Continue to have good discussions on equity and grading.
- f. Report from EPOC (Wendy McKeen/Casandra Greene)
 - o Report for accreditation website is up and includes all reports. Working on a digital repository
 - o March 2024 submission of mid term report. Jan 2024 due to board will go through senate, EPOC.
 - o GP plan moving forward with spring priorities. Engagement coordinators filled.
 - o Wendy reported on the SP report card
- g. Methods and Metrics (Brandon Owashi)
 - o Brandon reported on the data literacy slide deck
- h. Governance Committee (representative) – no report

8. Open Forum

9. Adjourn – 4:30pm

Minutes submitted by Melinda Miles