

# EPOC/ASC

October 9, 2023  
3:00pm – 5:00pm  
Hall of Fame



	Members	Liaisons/Admin./Staff/Guests
x	Ajene Wilcoxson, <i>Faculty Chair</i>	
X	Kristine Di Memmo, <i>Administrative Chair</i>	Shari Yates
x	Clarissa Juarez Carrasco, <i>ASRCC President</i>	Rachel Weiss
x	Al Weyant-Forbes, <i>SAS Classified Chair</i>	Shari Yates
x	Thomas Cruz-Soto, <i>SAS Administrative Chair</i>	Thea Quigley
	Vacant, <i>SAS Faculty Chair</i>	John Adkins
x	Greg Russell, <i>T &amp; L Faculty Chair</i>	Herb English
x	Lynn Wright, <i>T &amp; L Administrative Chair</i>	Kristi Woods
X	Mia Timme, <i>T &amp; L Classified Chair</i>	Micherri Wiggs
X	Patrick Scullin, <i>RDAS Faculty Chair</i>	FeRita Carter
	Vacant, <i>RDAS Administrative Chair</i>	Liz Lecona
X	Stephen Ashby, <i>RDAS Classified Chair</i>	Leslie Vargas
x	Wendy McKeen, <i>GEMQ Faculty Chair</i>	
	Wendy McEwen, <i>GEMQ Administrative Chair</i>	
X	Casandra Greene, <i>GEMQ Classified Chair</i>	
X	Jacqueline Lesch, <i>Accreditation</i>	
	Virginia White, <i>Faculty Chair Program Review</i>	
X	Melissa Harman, <i>Faculty Development Coordinator</i>	
	Claire Oliveros, <i>President Ex Officio</i>	
	Garth Schultz, <i>CTA Ex Officio</i>	
X	Jo Scott-Coe, <i>Academic Senate Ex Officio</i>	

- I. Call to Order – 3:01pm
- II. Approval of Agenda – M/S/C W. McKeen/A. Forbes 1 abstention
- III. Approval of minutes – M/S/C
  - March 13, 2023 – A. Forbes/P. Scullin 2 abstention
  - May 8, 2023 – C. Greene/A. W. Forbes 3 abstention
- IV. Thoughts on ...

A. Wilcoxson asked everyone to scan the QR code on the table to answer the question in a one word thought. Several people submitted the word “Community”. What does that word mean as leaders of the college? Being a part of something, responsible for and to one and another, be respectful.



A challenge was proposed to think about how are we going to create community with those that you work with. What can we do to create community?

- V. Open Forum
  - o Work orders are being closed without being completed. For example, requests for carpets to be cleaned, water faucets fixed. The new service desk system does not allow you to cc others on the work order so that others can be notified that a request has been done and when it has been completed. There are times when everyone on the floor needs to know.
  - o Everyone needs to remember we are a community college when it comes to holidays,

decorating, celebrations, etc. not all of our students celebrate Christmas. Be mindful of the inclusion as to who our students are.

- Thinking about our guided pathways committee and the large group it has been. Historically large committees might not get things done. Want to get peoples thoughts on how best to organize the committee. More integrated approach, should be a deep part of what we do to increase student success. Need to work into the council organization we have at the college so work can get done in the current organizational structure. Larger conversations need to happen with several groups; student success teams, department leadership council.

#### VI. ASRCC Updates – Clarissa Juarez Carrasco

- Homecoming week lots of events happening this week. There is still a big concern with students not being able to get counseling appointments. The appointments are booked up two weeks in advance. Students in La Casa want full time counselor. It was shared that there have been several meetings with La Casa students, faculty and staff to gather information and feedback. Will be presenting to the board of trustees at the November board meeting.

#### VII. EPOC Co-Chairs Reports

- Ajene shared that he feels it is a privileged to serve on this committee and leadership councils, colleagues working together connecting everything we do to connect to our students. This is the time and opportunity to shift the paradigm. Resolve to work together with our differences. We have the same goal to serve students.
- Using the same QR code what are your suggestions to make these meetings more functional. The replies are anonymous. We will review responses and bring results back to next meeting.
- Strategic planning prioritization is October 27<sup>th</sup> we want 100 percent participation for all council members to vote. Last year we had 77% participation. Please reach out to your council members to vote.
- Q&A #2 prioritization session is this Friday, October 13. Some modifications have been made as a result of the feedback. This has been updated on the website. Encourage your council to look at the website.
- Vision 2030 handout is a recommendation from State Chancellor's office. Use as a guiding document to revise the strategic plan. Our goal is to divide up with LC's, time to revise the strategic plan, the work on the ISER will need everyone to work together.
- Remember to explain to your council members that they represent their divisions. Ask them to talk to their divisions and really share and discuss what they want to vote on.

#### VIII. Leadership Council and Subcommittee Reports

##### a. GEMQ: Co-Chairs

1. Calendar for 2023 Strategic Planning
2. Strategic Planning Calendars for 2024, 2025

- Document will be emailed out to everyone and discussed at the next meeting on

November 1<sup>st</sup>.

### 3. Mission, Vision, Values Update

- Your feedback is needed on the vision and mission. There is a QR code in the document to provide feedback. Mission statement is guided by accreditation standards, vision statement is short to memorize easily. Mission is more driven by accreditation; tiger values were not edited. Will take to PLT, Senate, LC's for feedback then organize all feedback for a final draft.
- Worked on Mission, Vision, Values, talked about the DEIA committee separate from the student equity and will discuss further at the next meeting.
- W. McEwen will email the council members on Monday for prioritization voting.
- Program review is putting together a workgroup for removing safety items or items like white boards from prioritization items. If interested in being on the committee contact W. McKeen or V. White.
- B. Owashi is the chair for Methods and Metrics and they are working on evaluating student sense of belonging. Starting with the welcome center.
- Assessment – There is no process in the district to revise ILO's, working with Norco and Moval for a process to change outcomes. An article, published by The Academic Senate for California Community Colleges, was co-authored by Jude Whitton, and Denise Krueger-Muro, In the Student Learning Outcomes (SLO) Symposium Collective Works, an article titled "Escape. How to build faculty assessment teams through the use of escape rooms"

#### b. RDAS: Co- Chairs

- There has been a lot of turn over this year, thanks to K. Dimemmo for filling in. Want to focus on practical issues.
- Technology committee needs more direction. Concerned with TSS and services going forward with budget planning and replacements. Some things have been covered with emergency funds.
- The new technology in all classrooms will be purchased using HEERF dollars.
- The classified cohort members of the first Equity Minded Learning Institute presented a case study they developed as part of their final project for the institution at the September RD&AS meeting.
- The case study is entitled "What's the password?" and provides insight from the classified experience on the ongoing difficulties students experience in having more than 17 different platforms for which there is a username/password combination they have to remember. Outreach specialists, admissions and records employees, and others spend a great amount of time assisting students with their password resets and are witness to the frustrations our students experience. Some students will simply give up if they cannot find someone to assist them. The inability to easily reset passwords presents an unnecessary barrier to students that needs to be addressed.

- Issues need to be brought up to district with anthology coming onboard, facilities issues with CCTV. Lack of communication of security, where are we, security plan, what do we need to do to address the security concerns.
- There have been complaints on faculty restrooms being locked or unlocked. This has been an ongoing issue with unlocking classrooms and restrooms.
- Marketing campaign should be ready to launch soon.
- HR committee and Financial committee are still a work in progress

c. SAS: Co-Chairs

- Working on life saving trainings, Narcan training, having defibrillators on campus. Working with Bei Wei, Sean and Renee to have trainings for appropriate personnel.
- Health services has Narcan for students.
- Campus police has Narcan as well.
- Bei Wei went over trying to save a life in real time. It's the good Samaritan rule.
- Still working on getting a faculty co-chair
- Student life committee – not meeting at this time

d. TL: Co-Chairs

- Discussed prioritization and stressed to members the importance of attending and voting.
- Reestablishing the enrollment management committee.
- Went over the draft accreditation report, feedback has been forwarded to senate.
- Senate asked TLLC to explore A.I. how to provide guidance to our faculty in the new world of A.I.
- DE meets 3<sup>rd</sup> Friday of the month from 10-11am
- CMAC meets 1<sup>st</sup> Thursday of the month in Kane 202Q at 1pm, Oct 30<sup>th</sup> deadline determining funds, LHSS primary focus.
- Committee will be drafting senate resolution opposing equitable access with some language in the new B&N contract. Frontloading digital access, opt out if they don't they are charged.

IX. **Faculty Development Report** – Melissa Harman

- Working on equity centered fall book discussions on *Crucial Communications*, led by Star Taylor.
- Voices of the community going well with L. Greathouse and B. Keene.

- T. Korn's event for deaf awareness week was very interesting and well attended by students and community members.
- Guest speaker Lori Sisquoc from Sherman Indian High School will be hosting a workshop on campus as part of the Voices of the Community on Nov. 1.
- M. Greene and V. White are continuing with PERC training. This second cohort focus is on men of color. There will be an all-day Men of Color event in the Digital Library on December 1.
- Monique is the faculty co-chair for FDC.
- Rolling out syllabus workshop in November, more inclusive and less punitive.
- Associate faculty recognition will be October 23-27 and similar to what we did last year with a reception on the Glen Hunt patio October 25.
- Canvas tool kit roll out in spring.
- RCC is part of NSF grant, idea is to improve cultural responsiveness focus on STEM. Ramping up this year to focus on experiential learning, getting students into internships.
- Working on spring flex, all workshops will be equity focused. Thinking of having another student panel including students from NSF/SSTEM grants. Student to share from ALLRISE. Keynote speaker Melissa Salazar. A suggestion was made to have speaker Lisa Garcia.

**X. Professional Development Report**– Natalie Halsell

- Fall professional development collaborations and projects include: Crucial Communication Mini-series, repeat of the Data Literacy, establishing the Emerging Professionals Learning Community, Fall Book Discussions, Emotional Intelligence Academy, ongoing Concur drop-in, Galaxy Labs, and various workshops and individual consultations
- On the effectiveness and outcomes associated with the inaugural EMLI cohort, members are identifying ways to implement the learning received from the institute including facilitating several listening sessions on the results of the NACCC survey administered to classified professionals and managers last fall. The results of the listening sessions will be used to develop an action plan to address the issues identified in the survey.

**XI. New Business/Discussion**

- a. Marketing Campaign Presentation
  - The Marketing team presented the new marketing campaign. Highlights include
    - Campus goals:
      - Legacy and history
      - Sense of belonging and culture of care
      - Unprecedented forward thinking
    - Current Campaign
      - Be you campaign – traditions of the bell tower, lamp of learning
      - Central focus on Guided pathways – engagement centers and resource centers?
      - Be what... be you – focus on students being who they want to be
      - You matter ...who matters you matter
      - Current inventory – banners, suggested new inventory, 5 major entrances for

- welcome signs.
  - Campaign imagery
  - Beyond banners – Video marketing, social media, movie theatres
  - Promotional awareness – swag
  - Campus posters, digital signage, directional signage
- o The team asked for everyone to share any ideas and feedback.
- b. ACCJC Mid-Term Report 1<sup>st</sup> read
- o J. Lesch went over the draft midterm report. The areas of improvement needed can't be changed. The report should be about five pages total. Feedback was good and will be put in the next report.
  - o Most recent version was sent out today, overview, timeline presented to academic senate, today is first read, second read will be November 1<sup>st</sup>. Jacquie went over: timeline, January 2023 guidelines, requirements and format, response to recommendations. Reflection of student learning outcomes, quality focus essay, projects.

Additional comments:

J. Lesch shared there are laptops for students in the Library. Students are requested to return them each semester, there is a waiting list of 400 students, Library is open 8am to 8pm with a full computer lab. Hotspots are not available anymore.

XII. **Adjourn** – 5pm M/S/C W. McKeen/M. Timme