

GEMQ · 3:00pm – 5:00pm · October 25, 2021 · via zoom

	Members	Liaisons/Admin./Staff/Guests
x	Casandra Greene, Academic Affairs	X Brandon Owashi, Institutional Research
X	Kristine Di Memmo, <i>Planning and Development</i>	
X	Wendy McKeen, Chemistry	
X	<i>Tristan Morales, ASRCC</i>	
x	<i>Jennifer Bielman, Business Services</i>	
x	John Byun, <i>Fine and Performing Arts</i>	
x	James Cheney, <i>Chemistry</i>	
	<i>Kris Flowers, Outreach</i>	
X	<i>Bryn Glover, I.E. Grants</i>	
X	Rebecca Kessler, <i>CTE, Cosmetology</i>	
X	Stephanie Lowry, <i>Nursing</i>	
X	Louie McCarthy, <i>I.T.</i>	
X	Wendy McEwen, <i>Institutional Effectiveness</i>	
	<i>Cynthia Morrill, English & Media Studies</i>	
x	<i>Lucretia Wright, Comm Studies</i>	

1. Call to order – 3:03pm
2. Approval of Agenda – M/S/C (Corr/McEwen)
3. Approval of Minutes (September 27, 2021) – M/S/C (McEwen/Kessler) 1 abstention
4. Equity Best Practices and Suggestions for Improvement
 - Data coaching session on Friday went well, new faculty with new ideas, DLC had ideas, Jo Scott Coe is leading the sessions.
 - It is nice to be able to see the data, analyze the data, if there is one missing assignment or low scoring we talked about early intervention. What can we do to help them succeed in the class?
 - Brandon offered to meet up with people so there is no guessing.
 - Some were uncomfortable with the guessing, tokenizing people, changing foundation of material is what is going to validate.
 - COR review tool chairs have been working on including it into the handbook, Casandra read what is being updated at the Curriculum committee.
 - Ongoing discussion regarding inequities and historical inequities, language that was said
 - This is a safe place to speak up and we can learn what to do or not to do
 - There needs to be training opportunities and staff need to have the opportunity to attend trainings.
5. Old Business
6. New Business
 - a. Assessment Updates and GEMQ Support to Assessment - McEwen
 - i. Strategies for GEMQ to support Assessment
 - Assessment is done at the course level, program level for degree and certificates, service area assessment.
 - We need a better way to get a visualization of assessment

- If you choose the current year you can see what is due to be assessed and when.
- Everyone should have access to your discipline page.
- Everyone can help by bringing up the conversation about Assessment, requirement for ACCJC and encourage that your department does it.
- PLO assessment schedule Wendy provides support, emailed checklist.
- This is important with our timeline for Accreditation.
- Wendy McKeen will bring this to Senate for discussion.

b. 2021-2022 Prioritization

i. Survey for Prioritization – McEwen

- Five faculty, 10 LC members out of 70 have completed the survey.
- Will send out the reminder again. Helps facilitate the conversation where funding should be allocated.

ii. Processes/Protocols/Outcomes of the day

- Concern about the process; an initiative changed from manager to classified. What steps do we take when this happens?
- We are hoping the resource request form helps. As it is specific as to what is being requested.
- On Friday at prioritization GEMQ assesses the process, what should we do different. GEMQ does not vote during the joint initiative prioritization.
- GEMQ faculty does vote for faculty hires.
- Ranking and prioritization for faculty hires was discussed.

iii. Review & update GEMQ checklist to include a check for equity-minded language.

- Look at the checklist after Friday, come back with information from the student equity committee. Look at trainings for equity language.

7. Committee Reports

a. Confirmation of Committee representatives

b. Student Equity (Lucretia Wright)

- Campus needs to have joint definitions. This was obvious from the Hotep consultants.
- Gave Dr. Anderson lengthy recommendations for the Equity administrator.

c. Guided Pathways (representative)

- Meetings have not been scheduled. Wendy McKeen will be the GP committee rep.

d. Program Review Committee (Cynthia Morrill)

- Try to encourage and bring in more support for PR, getting more department level members, providing SPRs over January.
- Need one more rep. from CTE.

e. Assessment Committee (Wendy McEwen)

f. Report from EPOC (Wendy McKeen/Cassandra Greene)

- Talked about prioritization, equity administrator discussed Dean vs. VP. Dr. Anderson gave his reasoning on why it should be a Dean.

- It was explained that it is Dr. Anderson's decision, gave a week to give recommendations.
 - Sense of urgency for this position but we want to get the JD right, committee right. He is pumping the brakes on decisions and will meet with faculty LC chairs. Wendy McKeen will make sure classified LC's are part of the discussion as well.
 - Report from I.E. for support courses and how students are more likely to pass English and Math with taking support courses as well.
 - Everyone should be looking at program maps annually.
 - Natalie is excited to have professional development opportunities for classified professionals, morale is low for classified. They feel unheard and unrepresented.
- g. Methods and Metrics (Brandon Owashi)
- Went thru SP goals and came up with strategies.
 - First draft please give recommendations and feedback
- h. Governance Committee (representative)

8. Open Forum

Does anyone know about a standards committee- board policy and administrative procedures? Seems to be a committee under teaching and learning.

Do we need to schedule another GEMQ meeting in November? Meetings will not take place during the November and December holiday.

Winter training for GEMQ – 10:00 am via zoom February 4th. Will provide SPRs for faculty. This will prepare us for spring.

9. Adjourn – 4:33pm

Minutes submitted by: Melinda Miles