

GEMQ • 4.26.2021 • 3:00pm – 5:00 pm • via zoom

	Members	Liaisons/Admin./Staff/Guests
x	Wendy McKeen, Chemistry	X Brandon Owashi, I.E.
	Kristine Di Memmo, <i>Planning and Development</i>	X Adriana Pinon
x	Malika Bratton, <i>Nursing</i>	X Abigail Vaughn
x	Tristian Morales, ASRCC	
x	<i>John Byun, Music</i>	
x	<i>James Cheney, Physics</i>	
x	<i>Bryn Glover, I.E., Grants</i>	
x	Shannon Hammock, Library	
x	Rebecca Kessler, <i>CTE, Cosmetology</i>	
x	Stephanie Lowry, <i>Nursing</i>	
x	Louie McCarthy, <i>I.T. Analyst</i>	
x	Wendy McEwen, <i>Institutional Effectiveness</i>	
	<i>Michael Medina, CTE</i>	
x	Cynthia Morrill, <i>English &amp; Media Studies</i>	
x	<i>Linda Sing, Library</i>	
	<i>Johanna Vargas, Veterans</i>	
x	<i>Sharon Walker, Umoja</i>	
x	<i>Lucretia Wright, Communication Studies</i>	

1. Call to order – 3:02pm
2. Approval of Agenda – M/S/C (McEwen/Kessler)
3. Approval of Minutes (March 22, 2021) – M/S/C (Bratton/McEwen) 1 abstention
4. Old Business/Action Items
  - a. Prioritization Timeline
    - i. GEMQ Review – Annual Timeline
      1. Expectations from GEMQ
        - o GEMQ will get the VP plans before anyone else and start to dive in and review. May 14<sup>th</sup> VPs plans sent out, June 4<sup>th</sup> GEMQ provides feedback.
        - o Next meeting heavily focuses on discussion of VP plans.
        - o Reach out to the GEMQ chairs if you need guidance on reviewing the plans.
      - a. Focus on GP and Equity
        - Does the prioritization link to guided pathways and equity, does it align with our strategic master plan?
    2. Review the 2021 Prioritization 101 document\*
      - o This document was created as an introduction and overview, key initiatives, key terms.
      - o We will get a condensed plan and the Nuventive reports that are generated by the program review process.
      - o This document came out of prioritization questions. We are here to be checks and balances, we don't vote. This year VP plans are reviewed in Spring. Look for things that might be confusing, make sure things are clear and clearly align.

- Malika offered 1 on 1 for anyone that needs more explanation of what our role is as GEMQ.
- We observe the prioritization process in fall and then assess it in spring.

W. McKeen showed a sample of last year's executive summary. Suggestion was made to add more key language, equity minded language. Ongoing discussion regarding embedding the concern for equity throughout the college.

Prioritization 101 document was reviewed and W. McEwen talked through suggested edits.

b. GEMQ/Prioritization Survey – Development – updates

Questions were reviewed/discussed W. McEwen made edits as suggested.

- Survey needs to be finalized today to get the assessment we need from prioritization from last fall.
- Ongoing discussion on the survey

c. Student FAQ's for joining Leadership Councils – updates

- M. Bratton, L. Sing and T. Morales worked on the FAQ document, posted on TEAMS site. Explanation of committee work, what do committees do, will meet with student ambassador to review it.

## 5. New Business

a. CARES/HEERF Funding overview\*

- Received a lot of money because of COVID - CARES/HEERF I, II, III
- This document is meant to be transparent with the funding we received as an institution.
- Spend by June 2022, a portion goes directly to students (5.4 million)
- Information is posted on the web.

b. Equity Audit Updates\*

- The Hotep group is helping with an equity audit, survey is being sent out to faculty, staff, administrators. At the end of the survey you will be asked if you would like to participate in a focus group.
- Please lookout for the survey and participate.

c. Template Plan discussion

- GEMQ has been asked to create a template for writing plans.
- Be thinking of ideas, GEMQ will start working on this in fall.

## 6. Committee Reports

a. Student Equity (Brandon Owashi)

- Meetings have been NAPE trainings, meeting this Friday.
- Need students to join the committee.

b. Guided Pathways (representative)

- Training this Friday Brandon presenting.

c. Program Review Committee (Cynthia Morrill)

- Program Review charge has been submitted to Senate.

- d. Assessment Committee (Wendy McEwen)
    - o Denise and Jude taking assessment on the road. Completed GE SLO's to inform and encourage PLO assessment and advocating for assessment to actively inform curriculum.
  - e. Report from ASRCC (Tristian Morales)
    - o Trying to bridge the gap with students and their participation on committees.
  - f. Report from EPOC (Wendy McKeen)
    - o Discussed financial document for HEERF / CARES.
    - o New ERP launch October 2021.
    - o All reports for accreditation submitted on time.
    - o Discussed equity audit.
    - o GP summer institute.
    - o VP ASRCC trying to bridge gaps between students, staff, administrators.
    - o Pres ASRCC brought to our attention hate crimes against Asians. Acknowledge that our students are hurting. Use #stop Asian hate.
  - g. Methods and Metrics (Brandon Owashi)
    - o Working on strategies for strategic planning goals.
    - o Aly Salinas left to go to district office, replaced with Ben Vargas.
  - h. Call to Action Taskforce Updates (Malika Bratton)
    - o Need more representation from the other colleges.
7. Other
- Malika – Black student success week please attend and support by buying a t-shirt.
8. Adjourn – 4:58pm

Minutes submitted by Melinda Miles