

GEMQ

3:00pm – 5:00pm February 27, 2023

Via Zoom:

<https://rccd-edu.zoom.us/j/84661182159?pwd=RERRMjI0S2hTRU5LM1pLRDVTNjdhZz09>

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

1. Call to order – 3:04pm
2. Approval of Agenda – M/S/C V. White/J. Gibbons-Anderson
 - Adding new item under new business diversity equity and inclusion committee
3. Approval of Minutes (November 2022) – M/S/C V. White/J. Bielman
4. Faculty Co-Chair (Professor McKeen can't attend Spring 2023 meetings)
 - a. It is new business but needs to be addressed up front
 - Professor McKeen can't continue to attend the meetings for this semester only. She took on a full class that needed an instructor. Talked to Mark Sellick for options.
 1. Have someone volunteer for this semester
 2. It will be important for faculty on this committee to attend meetings and make voices heard.

The faculty co-chair is part of the planning meetings, run the GEMQ meetings, attend EPOC, EPOC/ASC Wednesday working meetings. It is not as much of a commitment as in the fall. If someone changes their mind and wants to be faculty co-chair email within a week.

Motion to have no faculty chair for spring M/S/C - V. White/J. Corr

5. Share Equity Best Practices and Suggestions for Improvement
 - It was shared that when decorating your work space in a shared open space you need to be aware of the people around you. Inclusion is not that hard to do. It is a goal over the next year to start the conversation. Students that don't celebrate need to be considered.
 - Equity focus align with transfer patterns communication studies updated all CORS to include equity language. Further than that we met as a district with articulation to place courses. We

will be talking about adding 1A as a prereq. to critical thinking planning for Cal IGETC. Hoping RCC thinks about changing gen ed. From an equity perspective hoping to streamline.

- The curriculum committee lead assessing CORs and making sure there was an equity focus.
- Faculty are supposed to go to the engagement centers, counselor provide names that have not logged in. This idea was not very successful.
- CTE had a lot of faculty bring names of students, went over duties, trying to be one stop shop. We are intentional how we connect with students so they don't feel unsupported.
- STEM faculty member wasn't told to report to engagement centers. There are certain centers that have resources that STEM doesn't have. STEM engagement center does not have a coordinator.

6. Old Business

a. Prioritization Feedback Survey

- Everyone should have received a link from Wendy McEwen. This is the prioritization process, we will review it next month.

b. GEMQ Goals for year – vote for approval:

- i. Coordinate the review and evaluation of the program review and plan template and process
 - Motion to adopt the GEMQ goals for this year M/S/C White/Kessler
- ii. Review progress on assessment goals and activities at the course, program, degree and institutional levels, evaluate college performance related to student achievement; and recommend actions toward improvement
 - Will do an assessment at the end of the year
- iii. Coordinate the review and evaluation of college planning structures, processes, and operations with a specific focus on communication and improvement in communication strategies

c. Program Review Nuventive Refresh

- More user friendly to navigate.
- Looks like a card, easier to visualize, tabs across the top.
- V. White shared a frustrating piece in the update screen, you don't know exactly what it is connected to.
- Added resource type, options for funding.
- First drop in is tomorrow afternoon during college hour via zoom.
- Discussion on no roll over on budget, budgets are being reviewed. It was heard we are going with zero based budget.
- It is a base for 24/25 to see how we recover from 23/24.

7. New Business

a. Spring 2023 Report Card – shared for first read

- i. Will discuss for updates / changes / recommendations at March meeting.
 - Not final, few pieces missing, PLT needs to approve, aligned with the goal #2 for this year. Help coordinate where we are with our strategic plan.
 - The report card doesn't get read much, goal is how can we do a better job communicating, what do we do well and what do we need to work on. Ways to connect what we are doing, communicate across the college and recognize there are gaps.
 - Homework is to look through it and make suggestions to the 26-page document.
 - Question: can the document be sent out in pieces quarterly. This is used as evidence for accreditation. No ideas are off the table.
 - Ongoing discussion on exactly what feedback is needed on the report card.

b. Data Literacy

- This is something that came from executive cabinet and was asked to present on data coaching.
- Want to expand data coaching college wide.
- Working on data literacy program is more basics about data.
- Assess and evaluate our funding, have the framework for a broad audience.
- Includes classified professionals as well, understanding the strategic plan, useful examples. across the board. Will reach out to GEMQ to get examples. Outcomes vs outputs, highlight intermediate goals, completely closing equity gaps is a long term goal.

- Dr. Moore sent out an email with changes to the student equity committee. Draft proposal to have a DEI committee aligned with Norco.
- Inez will bring bylaws and charge of the committee diversity, equity and inclusion committee for us to discuss at our next GEMQ committee meeting. DEI falls under GEMQ
- Student equity committee will be revised as well and be faculty lead.
- Ongoing discussion on the student equity committee and the email that went out.
- Invite Mark Sellick to the next GEMQ meeting at the same time as Dean of DEI.

8. 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)
 - Retreat in January to give additional help for program review to get done on time, went well, good conversation. Making progress getting the PR document done by March 30. First drop in tomorrow.
- e. Assessment Committee (Wendy McEwen)
 - GE SLO assessment was done in December, seven students participated, critical thinking SLO hard to assess.
- f. Report from EPOC (Wendy McKeen/Casandra Greene)
 - Meets in two weeks
- g. Methods and Metrics (Brandon Owashi)
 - David Lee has replaced Ben Vargas on the committee.
- h. Governance Committee (representative)

9. Open Forum – no report

10. Adjourn – 4:32 V. White/M. Love