

GEMQ

12:50 – 1:50 p.m. September 19, 2019 – CAK 224

	Members	Liaisons/ Admin./Staff/Guests
x	Debbie Cazares, <i>Early Childhood Studies</i>	Brandon Owashi, I.E.
x	Kristi Di Memmo, <i>Planning and Development</i>	Kathleen Sell, EPOC
x	Malika Bratton, <i>Nursing</i>	Hayley Ashby, Accreditation
X	Joel Montes, <i>ASRCC (Student)</i>	
	Sharon Alexander, <i>Nursing</i>	
	Mike Barnes, <i>Counseling & Guidance</i>	
	Dana Chamberlin, <i>Student Accounts Specialist</i>	
X	Peter Curtis, <i>Fine and Performing Arts</i>	
x	Louie McCarthy, <i>I.T. Analyst</i>	
x	Rebecca Kessler, <i>CTE, Cosmetology</i>	
x	Wendy McEwen, <i>Institutional Effectiveness</i>	
x	Wendy McKeen, <i>Chemistry</i>	
x	Cynthia Morrill, <i>English & Media Studies</i>	
x	Carla Reible, <i>English & Media Studies</i>	
x	Paul Richardson, <i>Chemistry</i>	
x	Johanna Vargas, <i>Veterans Services Specialist</i>	

1. Call to order – 12:58pm
2. Approval of Agenda - M/S/C – Richardson/McEwen
3. Approval of Minutes (May 16, 2019) – M/S/C – Richardson/McEwen 1 abstention
4. New Business
 - a. Style Guide
 - Vice Chancellor Goldware requested that we review the style guide and give feedback.
 - The information provided is what is on line and what the district provided.
 - Certain color orange and black, the right logo, stationary, appropriate tiger to use, who gets to use them; ASRCC is different than Athletics.
 - b. Mission, Vision and Values
 - Mission, vision and values were reviewed at the 8/22 EPOC summit
 - Send to division dean for dissemination, and staff will disseminate to their service areas.
 - October meeting, get feedback and recommendation to send to EPOC
 - A lot of changes AB705, Guided Pathways, need a refresh
 - Goal is to have it readily accessible, know what it is, understand it and reflect how we want to do things.
 - The new wording came from the 8/22 retreat
 - Expressing our values with tiger pride

- Kathleen emphasized to make it readable, memorable, accessible

Comment: should it say tiger pride values or just tiger values

c. VP Plan Review Process and Protocols

- Kristi went over the prioritization process to simplify things
- VP planning summary; overview, initiative, requests and how are they being funded.
- Full plan and executive summary link to VP plans
- Directions and the prioritization 101 process
- GEMQ has the power and process to make it more effective
- Created guiding questions to help make things more clear

d. Methods and Metrics (Owashi)

- Brandon shared the charge and the membership for this workgroup
- Methods and Metrics reports up to GEMQ and charged with developing research tools, ensuring transparency and keeping the college up to date with research projects.
- Went over the college wide goals and metrics; why set the goals at the particular number.
- Define what the metrics are; get more people involved
- Creating a data element dictionary
- Develop interactive dashboards
- Helping support GEMQ with research projects on campus
- Would like feedback, looking for a faculty co-chair
- Goal is to have equity data requests
- Suggestion to have a data menu
- Initially three chairs to form the workgroup; faculty, administrative and staff then invite others as needed for a specific project.

5. Committee Reports

a. Program Review Committee (Cynthia Morrill)

- Committee met and discussed revisions to the process
- Mapped out dates
- District SP is close to approval based on targets and methodology and is the best way to communicate the targets and methods
- Report card is produced distributed in March.
- Vision for student success document to be sent out again
- Kristi, Wendy and Brandon will meet to discuss common data elements and requests to bring back to GEMQ.

b. Assessment Committee (Wendy McEwen)

- Distributed the first pass of SLO's
 - Will have a series of drop ins to complete SLO assessment
 - The committee did a first pass on the second GE SLO
 - Will have orientation for new faculty asking them to bring their own assignments to work on.
- c. Report from EPOC (Debbie Cazares)
- New launch date for website is April
 - Looking at the district strategic plan

6. Old Business

- a. Fall 2018 Prioritization and Retreat Assessment Results (Further discussion) – no discussion needed.
- b. Accreditation Updates
- Getting the ISER pulled together and editing
 - Updates on the Standards
 - Training last Friday; Gohar provided introductory information and new approach to accreditation
 - Good training with small groups for questions and answers. It was like a mock interview.
 - Gohar was impressed with consistency, multiple voices of processes, being on the same page.
 - Need to finish up the draft. Will go through local approval process
 - Created two guides; tiger notes and accreditation basics
 - TSS recorded the afternoon session, student video, questions relating to each standard. Hayley can provide the link.

7. Public Comment/Announcements

- Concert for the homeless, spread the word Sunday, September 29th 4pm. Many of the RCC music will perform.
- Last year enough money was raised to provide 100 people with food and shelter for a week. All donations go to Path of Life ministries.

8. Adjourn – 1:57pm

Minutes submitted by: Melinda Miles