

Governance, Effectiveness, Mission, and Quality Leadership Council

February 24, 2020 3:00pm – 5:00pm Kane 205

	Members	Liaisons/Admin./Staff/Guests
X	Malika Bratton, <i>Nursing</i>	Brandon Owashi, <i>I.E.</i>
X	Kristine Di Memmo, <i>Planning and Development</i>	
X	Debbie Cazares, <i>Early Childhood Studies</i>	
	Joel Montes, <i>ASRCC</i>	
X	Mike Barnes, <i>Counseling & Guidance</i>	
	Dana Chamberlin, <i>Student Accounts</i>	
	Rebecca Kessler, <i>CTE, Cosmetology</i>	
	Stephanie Lowry, <i>Nursing</i>	
X	Louie McCarthy, <i>T.S.S.</i>	
	Wendy McEwen, <i>Institutional Effectiveness</i>	
	Wendy McKeen, <i>Chemistry</i>	
	Cynthia Morrill, <i>English & Media Studies</i>	
X	Carla Reible, <i>English & Media Studies</i>	
	Paul Richardson, <i>Chemistry</i>	
X	Linda Sing, <i>Library</i>	
	Johanna Vargas, <i>Veterans Services</i>	

RCC Mission Statement: *Riverside City College serves a diverse community of learners by offering certificates, degrees, and transfer programs that help students achieve their educational and career goals. The college strives to improve the social and economic mobility of its students and communities by being ready to meet students where they are, valuing and supporting each student in the successful attainment of their goals and promoting an inclusive, equity-focused environment.*

1. Call to order – 3:09pm
2. Approval of Agenda – information only due to lack of quorum
3. Approval of Minutes (November 21, 2019) – information only due to lack of quorum
 - o C. ii. change like to link
4. Welcome and Introductions for new members
 - o Linda Sing is our newest classified staff member. Linda is responsible for circulation in the library.
5. Old Business/Action Items
 - a. GEMQ Leadership Council - Committee Structure Review (tabled from fall)
 - i. Strategic Responsibilities
 - o Review of all of the structures of the 4 leadership councils; GEMQ, TL, RDAS, SAS
 - o Assessment, program review, methods and metrics, governance are sub committees under GEMQ.
 - o Enrollment management makes sense to report to GEMQ part of being effective and quality.
 - o Equity review committee is being developed and reviewing policies, making sure equity is the focus. Student equity is aligned with the student equity plan.
 - o Outcomes of the actual plan, job description, hiring practices, integrating equity in all that we do.
 - o Discussion on how this structure is the same as diversity committee.
 - o Only added enrollment management and equity review to GEMQ.

- The numbers are aligned each college goal with each leadership council.

ii. Operational Responsibilities

- Thinking about our purpose
- Our role in the prioritization process, that we don't vote
- Make our committee more what it should be, we've had a few years of how it's been so it's our opportunity to make it what we want it to be.
- Faculty on leadership councils should vote on any faculty positions.
- We need to be clear about our role on the prioritization process.

❖ Ongoing discussion regarding GEMQ operational responsibilities/suggested changes:

- Review and provide feedback to the VP plans.
- Review, determine, and provide feedback with college strategic plan.
- Discipline, Dean, VP, present exec summary to GEMQ. In the past VP plans discussed together. One time feedback with check list. Add to the plans, give to prioritization
- Working on a visual diagram of a new process for executive summaries only with a link to the regular plan.
- Review, evaluate and provide feedback on the alignment of VP plans with college strategic plan.
- Coordinate with the office of Institutional Effectiveness to support the use of data, research, and analysis to ensure all plans align with college strategic plan.
- Coordinate with the office of I.E. to provide data informing analysis to ensure all plans align with college strategic plan.
- Review and analyze progress on college strategic planning goals using program review updates and institutional effectiveness metrics.
- Review assessment process to ensure that goals and activities at the course, program, degree and institutional levels align with college strategic plan and educational master plan.

iii. Membership

b. VP Plan Review Process and Protocols feedback (tabled from fall)

- i. Process feedback**
- ii. Other**

6. New Business

a. Institutional Priorities, Goals, and Objectives – Revised/Updates

- i. SMARTIE Goals**

b. Strategic Plan – 1st read

- i. Review and feedback**
 - Everyone received the strategic plan electronically. Would like to have feedback by March 9 .
 - Updated the 2020-2025 goals
 - Looking at each college goal and identifying strategies for each college goal

❖ Due to not having quorum consensus is to move forward as a first read, will send out for electronic vote

ii. Deadline – all additional feedback due by 3/9/2020

iii. Strategic Planning Approval Timeline

c. Accreditation Standard I and QFE- document review

7. Committee Reports – no report due to time constraints
 - a. Program Review Committee (Cynthia Morrill)
 - b. Assessment Committee (Wendy McEwen)
 - o Looking at 2nd GE SLO – Communication
 - o Utilize the rubric to see if it is effective
 - o Different artifacts
 - o Refine and do it again
 - c. Report from EPOC (Debbie Cazares)
 - d. Methods and Metrics (Brandon Owashi)
 - o Working on a dictionary
 - o Reviewing the strategic plan
 - e. Governance Committee (Malika Bratton)
 - f. Student Equity (new representative)
8. Other
9. Adjourn – 5:00pm

Minutes submitted by Melinda Miles