

GEMQ Meeting Minutes
3:00 pm – 5:00 pm September 23, 2024 Via Zoom

Attn.	Voting Membership	Representing	Term Dates
x	Brandon Owashi	Administration	
x	Bryn Glover	Classified Professionals	
	Denise Kruiuzenga-Muro	LHSS	Fall 2024-Spring 2026
	Janet Hill	LHSS	Fall 2024-Spring 2026
x	Jennifer Bielman (Co-Chair)	Classified Professionals	
x	Kevin Maroufkhani	LHSS	Fall 2024-Spring 2026
x	Kristi Woods (Co-Chair)	Administration	Fall 2024-Spring 2026
	Louie McCarthy	Classified Professionals	
x	Mejgan Ahmadi	Classified Professionals	
x	Michael Love	CLLRAS	Fall 2024-Spring 2026
x	Rebecca Kessler	CTE	Fall 2023- Spring 2025
x	Rosa Frazier	FPA	
	Stephanie Lowry	NE	Fall 2023- Spring 2025
x	Tara Osekowsky	Classified Professionals	
x	Virginia White (6/2026)	STEMK	Fall 2024-Spring 2026
x	Wendy McKeen (Co-Chair)	STEMK	Fall 2024-Spring 2026

1) Call to order – 3:08pm

2) Ice Breaker

Introduce yourself and name a food that you dislike:

- Jennifer – Raisin oatmeal cookies
- Tara – Turkey Pastrami Sandwich
- Rosa – Liver
- Ginger – Kiwi
- Bryn – Potato
- Kristi – Lima Beans
- Mejgan – Okra
- Rebecca – Peas
- Michael – Ketchup
- Wendy – Squash
- Melinda – Peas
- Brandon – Mushy Vegetables
- Kevin – Marinara Sauce

3) Approval of Agenda – M/S/C T. Osekowsky/R. Kessler by consensus

4) Approval of Minutes (May 2024) – M/S/C – T. Osekowsky/R. Kessler 1 abstention by consensus

5) Share Equity Best Practices and Suggestions for Improvement

- STEM connections event happening October 17th. This event is a way to make students aware of all things available to them. Hoping to convince other entities at the college to join.
- There was a training given on Working in Resilient Environment focused on treating people humanly in the workplace. Reminding us to lead with kindness. Taking time to reflect or self reflect. K. Woods will share the handout.
- W. McKeen is attending ESCALA. A team of 13 from the college is attending to enter into strategic planning with how to enfuse servingness at the forefront.
- R. Frasier shared there will be a Mexican dance artist here from Mexico City bringing beautiful synergy. Offering two classes for the entire RCC community.

- Engagement center dance student is a peer mentor. Proposed to bring engagement center to lower campus.
- Prepping for spring dance concert, bringing cross discipline to collaborate.

6) Old Business

a. 25-year Educational Master Plan Update

- This plan is a long document that did not have measurable outcomes. All three colleges vetoed the plan. District is writing a new one.

7) New Business

a. Prioritization Overview

- Every fall is prioritization for the 4 VP plans. In October you will get a survey link for you to review and rank the initiatives.

b. VP Plans Overview

- Wendy went over the VP plans
- GEMQ usually receives the VP plans for clarity but were not able to do that this year.
- Initiatives seem to be focused on positions this year.
- Listed in order of preference.
- Classified will have a meeting open to all to hear them and make an informed decision.
- GEMQ assesses and make suggestions how to make the process better.
- Generate a survey instead of trying to get people together for a meeting.

c. How to Represent Our Constituents Discussion

- Start talking to people in your areas, try to get as many opinions as you can to make the best decisions for the college.
- There are certain pots of money that can only fund certain things.
- K. Woods recommended having the Dean cosign the email. Voting is from the feedback from the people you talked to.
- Asking everyone to take information back to division reps. Suggestion for GEMQ tri chair send out email to each Dean and make sure the Dean is sending out to all divisions to get representation. Ask for Deans to cc GEMQ chairs on the email going out to divisions.

d. Challenges to the Program Review Process

- From a Deans perspective, timeline March 30th Deans have a month, in the middle of IOI's take a lot of time, opportunity for give and take. Division meetings twice during flex week. End up writing based on deadlines and not a purpose. Need to figure out a better design. Reason for the deadline because GEMQ wants to look at it during summer.
- V. White proposed departmental due end of spring, Deans have summer to pull together plans up to VP's.
- Ongoing discussion regarding the timeline for program review due dates.
- W. McKeen suggested department due end of March, Dean plan due by end of semester, VPs have summer. GEMQ meets day one of fall semester. Use GEMQ checklist. Make sure equitable items. Break into smaller groups, with each of the 4 plans. Send feedback to each VP. Week three release to all. May 30 for Deans July 30 for VPs.
- Come up with a new proposed timeline bring to GEMQ and then bring to EPOC and Senate. On how to give people ample time to write program reviews.

e. Evidence for Accreditation Standards I and IV

- We as GEMQ are responsible for collecting evidence.

- Our responsibility is Standards 1.1, 1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 4.2, and 4.3. Sign up for three sub standards. By next meeting we want to upload the evidence. This is our participation in the accreditation process.
- f. November Meeting: Monday, Nov 18th or Wednesday, Nov 20th
- Majority of members can attend Monday, November 18. Melinda will send out calendar invite.
8. Committee Reports (as time allows)
- a. ASRCC (representative) no rep
 - b. Student Equity (representative) no rep
 - c. Guided Pathways (representative) W. McKeen will reach out to Courtney Carter and see what is needed from GEMQ.
 - d. Program Review Committee (Virginia White)
 - Discussed prompts for comprehensive program review.
 - This year department plans will be due end of March. Writing a plan and mapping out the next five years. Starting early to have meaningful conversation how to better serve students.
 - Adopted Gina Garcia’s servingness. How to better serve our students specially Latinx students.
 - Retreat coming up to help everyone be on the same page. Answer questions regarding data, where to pull numbers.
 - Three opportunities this fall conversations around Dr. Garcia’s publications. Short article to read and then guided conversation how to utilize servingness in our support services.
 - e. Assessment Committee (Denise Kruienga-Muro) (Rosa Frazier)
 - The committee is using "servingness" as a guiding theme to help with discussions on “tuning up” assessment practices through this lens.
 - RAC will continue to use podcasts and articles as a way to engage in conversations about servingness in assessment.
 - Completing the 2023-24 RAC report and starting planning for the next year. No voting is needed; RAC report will be posted on the assessment website.
 - PLO Assessment Reminders 2024-25. Most assessments are done, but we are having difficulties uploading to Nuventive.
 - f. Report from EPOC (Wendy McKeen/Jennifer Bielman)
 - Has not met supposed to be 2nd Monday 3-5pm moved EPOC to 9/30.
 - g. Methods and Metrics (Brandon Owashi)
 - Committee has not met yet. Al Solano came to present to managers. Frame work to look and develop the new strategic plan. We have goals but no strategies to achieve those goals. Looking at using the planning goals to help.
 - h. Governance Committee (representative) no rep
- 8) Open Forum
- Planning and development program review last two or four items were added after the fact so may not be technically in order.
 - W. McKeen will check with W. McEwen as to the order.
 - W. McKeen looking to step down as GEMQ chair .2 release time 6 hour a week.

9) Adjourn – 4:48pm

minutes submitted by Melinda Miles