

GEMQ Agenda

3:00pm – 5:00pm February 28, 2022 Via Zoom:

<https://rccd-edu.zoom.us/j/99537642436?pwd=YXpZenBSWlJTaDFwQ0dJNTBFSnp2QT09>

	Members	Liaisons/Admin./Staff/Guests
x	Casandra Greene, Academic Affairs	X Brandon Owashi, Institutional Research
X	Kristine Di Memmo, <i>Planning and Development</i>	
X	Wendy McKeen, Chemistry	
X	<i>Tristan Morales, ASRCC</i>	
x	<i>Jennifer Bielman, Business Services</i>	
x	John Byun, <i>Fine and Performing Arts</i>	
x	James Cheney, <i>Chemistry</i>	
x	<i>Kris Flowers, Outreach</i>	
X	<i>Bryn Glover, I.E. Grants</i>	
X	Rebecca Kessler, <i>CTE, Cosmetology</i>	
X	Stephanie Lowry, <i>Nursing</i>	
X	Louie McCarthy, <i>I.T.</i>	
X	Wendy McEwen, <i>Institutional Effectiveness</i>	
x	Cynthia Morrill, <i>English & Media Studies</i>	
x	<i>Lucretia Wright, Comm Studies</i>	

1. Call to order – 3:03pm
2. Approval of Agenda M/S/C - item 4 moved to new business- Hammock/Kessler
3. Approval of Minutes (October 25, 2021) – M/S/C Corr/McEwen
4. Equity Best Practices and Suggestions for Improvement
 - o Equity best practices will be a standing item on the agenda.
 - o This was started at the Curriculum meeting and has worked well.
 - o A time to open the floor for suggestions, comments, concerns.
 - o An email was sent out from Beiwei regarding testing sites, more equitable for our students to get tested, free. Curative testing available and do not have to have a blue pass.
 - o Reach out to Kelly Douglass if you're interested in 4 point grade scale or grading for equity.
 - o March 25 1-2pm via zoom community of practice rethinking how students meet course outcomes.
 - o Question was asked regarding the Women's basketball team. Students reached out to student equity committee, the team is asking for equal rights for women in sports.
5. Old Business
 - o Consider equity best practices under old business
6. New Business
 - a. Suggestions for Prioritization Improvement
 - i. Survey Results
 - o 21 faculty, 16 classified staff participated, no student, no administrators participated.
 - o Discussion regarding ranking all initiatives instead of just top 10.
 - o Majority people attended the Q&A sessions.
 - o Casandra went over the LC prioritization assessment open ended questions.
 - o One change to help LC members be better informed about the VP plans prior to attending.

- Remind each other be kind to one another, we are all human beings.
- Used the suggestions from last year and made changes and now people are saying that doesn't work.

Suggestion: VP's do a 15-minute presentation and cycle through the LC's for a 30 minute presentation.

Suggestion: Have the VP's do videos in advance.

Suggestion: Hyperlink to the plans. This only works in EduNav within each department.

- Not a wrong or right way, keep the summaries in, have more trainings on how to read the document.
- There is a lot of confusion with the initiatives.
- Having a faculty Q &A session would be helpful.
- How do we read these numbers, how does it affect other programs on campus?
- Make sure to identify initiatives that are seen year after year.

b. Prioritization Timeline

- Program review docs turned in before the end of the semester, hold a meeting to go through the documents. Looked at the incomplete plans. Due on March 31st, hopefully we will see a better completion date this semester.
- GEMQ is quality assurance to look at the plans. Two weeks to look through them.
- GEMQ would meet and provide feedback. Trying to be proactive so that we can release them earlier. All joint council prioritization on November 4th.
- Take suggestions to President. Send out survey, what went well.

c. GEMQ Checklist

- Applies to all initiatives, were the priorities clearly identified, fill out as individual members. Come together to discuss. May 13th should have all PR documents to review.
- These are recommendations to the VPs on how the document can be approved.
- C. Greene went over the equity portion of the checklist.
- Is the language inclusive to all students?

d. Resource Allocation Form

- In place for this year. Hope to learn and improve for next year. Struggle to get the process right. This form will help business services with the resource's necessities and budget.
- J. Bielman went over the resources form.
- Reach out to Elia, Sindy, Aprilyn for any personnel needs, Beebe for facilities, Gabriel for TSS.
- Question regarding funding initiative vs. a resource request. Will check with Chip to clarify wording and an initiative that is requested year after year.

e. Review of VP plans process

- Address any new members, timeline and how it works, answer council members questions regarding the process. Reach out to C. Greene and or W. McKeen to go over the process. C. Greene will reach out to the new members and go over the process.

7. Committee Reports

a. Student Equity (Lucretia Wright)

- b. Guided Pathways (representative)
 - W. McKeen will reach out to Monique, not holding formal meetings right now.
- c. Program Review Committee (Cynthia Morrill)
 - o Retreat held in January, will hold a general meeting this Friday to discuss the retreat.
 - o W. McEwen and C. Morrill meet every Thursday to discuss program review.
- d. Assessment Committee (Wendy McEwen)
 - o Meeting Friday, March 4, 2022.
 - o Jude and Denise doing a great job.
- e. Report from EPOC (Wendy McKeen/Casandra Greene)
 - o A lot of conversation around Dean of Equity position, it has been advertised and closed.
 - o Hoping for July 1st start date. Making sure different voices are heard for the position.
- f. Methods and Metrics (Brandon Owashi)
 - o Meeting is the 4th Thursday each month
 - o Working with T. Quigley on A plus attendance, replacement for CI track.
 - o Developing a guide book for A plus attendance.
- g. Governance Committee (representative)
 - o Still in discussion if they will convene this committee.

ASRCC report out:

- o Working on getting ASRCC representatives on all shared governance committees.

➤ Add ASRCC report out as a standard agenda item.

8. Open Forum

W. McEwen: Drop in sessions for program review

9. Adjourn – 4:26pm M/S/C - Kessler/Hammock