Meeting Notes

Location: Steinbeck Hall

Date: Aug. 27, 2018

Time: 1:00 p.m. – 2:30 p.m.

Meeting: First session of College Re-Design Assembly Meeting

Attendees: Dr. Brian Lofman, Dr. Hetty Yelland, [See Sign-in sheet]

1. Introductions of College Re-Design/GP team - Brian
   - Dr. Hetty Yelland, Coordinator
   - Nonita Fortman, Administrative Assistant
   - Introduction of College Re-Design
     o Activities,
     o Reason for name change
     o Close to College centennial anniversary

2. Introductions of Team Leads – Dr. Hetty Yelland
   - Restructured the 14 key elements as structured by the Chancellor’s office
   - Restructure supports more collaboration and the flow of a student’s career
   - Introduced leads in order of student progression: there will be faculty and staff co-leads, still in process and coming soon
     - Cesar Velasquez – Director, Upward Bound Program – focus of preparing low income and first-generation college bound students
     - Entering Students – Shannon Bliss – MESA, STEM, Internship Program, partnering with Dean of English to understand AB705
     - Joy Cowden – Director STEM, MESA, supporting students to stay on track
     - Sharon Albert – Asst. Career Tech Ed/Workforce Dev - Alisal Campus – completing inquiry on success indicators, looking at different data sets, and how we do with career placement services
     - Facilitation Team – Moises Almendariz – Director, HSII – primary work dovetails perfectly with Guided Pathways, will begin to identify areas of need and where we need to do more work.
   - Description of Assembly Meetings
     - Bi-weekly, from 1:00-2:30 p.m. on Mondays – with leads, co-leads, and anyone on campus – meetings will vary in size depending on topics being discussed but all are welcome to come.
     - Opportunities for teams to work collaboratively, to get feedback, transparent
     - Next Assembly meeting – SIGs will present their information during that meeting. Canvas shells will be available on GP website for reference. All invited to learn more about what
     - Recognition program – we want to recognize people that have gone and beyond of the work that needs to be done, let Hetty or Nonita know.
     - All involved in college re-design, faculty, staff, administrators, community members
3. Organizational structure and calendar
   - Discussion started last spring, do not want to duplicate governance councils, but work is important enough to be addressed by the College Planning Council
   - We are not governance but want to incorporate the input from these groups (I&D teams, Steering Committee, Assembly members)
   - We are keeping everyone in the college informed of what is being throughout the college
   - We are seeking faculty and staff co-leads for the five teams, spread the word.
   - Time of meetings shared
   - Logic behind the website – information to be posted, links to 5 canvas shells related to I&D teams, meeting information, work being done.

4. Website and Canvas
   - SIG canvas shells are active but they are e-portfolios and have been included in new college re-design canvas to be shared
     Canvas shells were shared – technical difficulty, did not share
   - College Re-design is aligned to the Strategic Plan – announced the date/time of SP – request to re-send email invite
   - Clarification requested with regard to the appropriate team someone should be part of

5. Existing Work Plan