

MASTER PLANNING – TEAM A

MEETING MINUTES

November 15, 2019

CS 121

Present: Ed Karpp (Chair), Aram Adamyan (ASGCC), Sune Aghakian (ASGCC), Tina Andersen-Wahlberg (Admin), John Aque (Team B), Ramona Barrio-Sotillo (Admin), Roger Bowerman (Guild), Keith Conover (Joint Faculty), Agnes Eguaras (Administration), Megan Ernst (Joint Faculty), Julie Gamberg (Senate), Glenn Gardner (Joint Faculty), Jessica Gilooly (Proxy for Saodat Aziskhanova) (CSEA), Lourdes Girardi (Joint Faculty), Eric Hanson (Admin), Cameron Hastings (Joint Faculty), Emelyn Judge (Joint Faculty), Beth Kronbeck (Joint Faculty), Calvin Madlock (Admin), Nonah Maffit (CSEA), Sarah McLemore (Joint Faculty), Elmira Nazaryan (Admin), Asmik Oganessian (Joint Faculty), Curits Potter (Joint Faculty), George Purtseladze (ASGCC), Alfred Ramirez (Admin), Toni Reyes (Admin), Piper Rooney (Senate), Pamela Rosas (CSEA), Liz Russell (Joint Faculty), Fredy Saucedo (Proxy for Jan Swinton) (Admin), Naomi Soto (Team B), Drew Sugars (Resource), Christina Tangelakis (Admin), Paul Vera (Joint Faculty), David Viar (Admin), Jan Young (Joint Faculty)

Absent: Sevada Chamras (Joint Faculty), Anthony Culpepper (Admin), Troy Davis (Joint Faculty), Andrineh Dilanchian (CSEA), Daphne Dionisio (Joint Faculty), Mike Dulay (Joint Faculty), Nancy Getty (Joint Faculty), Jon Gold (Joint Faculty), Peter Green (Joint Faculty), Robert Hill (Admin), Michelle Mora (Admin), Tzoler Oukanyan (Admin), Michael Ritterbrown (Admin), Paul Schlossman (Admin), Michael Scott (Joint Faculty), Frankie Strong (CSEA)

Guests: Lara Kartalian, Kevin Meza, Tom Voden, Kevin Meza, Yvette Ybarra

Quorum: 33/47 Voting Members (25 Needed for Quorum).

**Call to Order:** The meeting was called to order by Ed Karpp at approximately 1:00 p.m.

- I. Approval of Minutes
  - a. The Minutes of April 26, 2019 were reviewed.
    - ***It was MSC (Eguaras/Rooney) to approve the Minutes from April 26, 2019.***

**Old Business:**

**New Business:**

- II. Progress Updates on IMP and Annual Goals [**ACCJC Standard I.B.9**]
  - a. Guided Pathways and Navigate Onboarding
    - i. Presentation by Tom Voden and Kevin Meza
    - ii. We are currently at the point where we are reaffirming our commitment to what this is.

- iii. Steering Team that consists of: Frankie Strong, Tom Voden, Kevin Meza, all of the VPs, Guided Pathway Coordinators, Equity Guides, Data Coaches, Community Leads, Student Escorts, Constituent Leads, Noncredit Liasons
  - iv. Navigate Workgroup is focused on the EAP Navigate Implementation work as well as ongoing evaluation, improvement, and integration of the tool throughout college processes.
  - v. Guaranteed Pathways – Guaranteed schools students will get into.
  - vi. Student Voice Workgroup – Dedicated to engaging students to amplify their experience as a means to positively impact the effectiveness of college policies, practices or programs. The group aims to help us better understand the student experience.
  - vii. Onboarding Workgroup: addresses the many facets of student onboarding at GCC including the experiences tailored to different categories of students (eg. DE, CE, ECAP, ESL, etc.) as well as onboarding related policy processes. The group aims to make the student onboarding experience more consistent and supportive of all students, creating a strong foundation for their success at GCC.
- b. Equity Initiatives
- i. SEA Program/Committee Update
    - 1. Ed Karpp provided the update.
    - 2. The structure was approved but the assignments have yet to be made therefore the group has not met.
  - ii. Equity Data
    - 1. Ed Karpp presented on: Student Achievement Gaps, GCC Campus Climate Survey, EEO Study, and the NACCC Survey
- c. Professional Development (Including Addressing Equity)
- 1. Presentation by Lara Kartalian and Nonah Maffit
  - 2. For Classified: a series of online courses for Classified staff is being developed.
  - 3. For Faculty: trying to incorporate more equity.
- d. Distance Education
- 1. Presentation by Julie Gamberg and Eric Hanson
  - 2. Distance Education has 284 Faculty who are prepared to teach in an online environment. This number has more than tripled (previously 84).
  - 3. GADER (Glendale Annual DE (Distance Education) Recertification) Program helps to recertify faculty.
  - 4. Faculty are required to continue with their Professional Development in this area because it changes so often.
  - 5. In collaboration with Senate and the Guild evaluation of Instructors is being worked on.
  - 6. A Course Designer is being hired.
  - 7. An Alternative Media Specialist is being hired to assist with Accessibility.
  - 8. Fall to spring persistence jumped seven percent.
- e. Presentation on Demographic Trends and Student Survey Results
- 1. Presentation by Ed Karpp.

2. Fall FTES for credit is flat. We are down 3 FTES.
3. Winter dates were changed so it is hard to see where we currently are.
4. Noncredit students skew much older than credit students.
5. Ethnicity: Armenian students have been increasing for both credit and noncredit over the past couple of years.
6. Employed Hours: 12 percent of students say they are full-time workers. Almost half of our students work part-time.
7. English as first language has gone up to 45%
8. Student Survey Results:
  - a. Satisfaction with parking is still negative. Approximately ½ of credit students are not happy with parking. About 2/3 of students at noncredit are unhappy with parking.
  - b. Food Services also received negative feedback.
  - c. Safety Satisfaction – Almost 90% of credit and 96% of noncredit students are satisfied with safety.

### III. Accreditation Update [**ACCJC Standard I.B.9**]

- a. Accreditation Standards and Governance Committees
  - i. IV.A.: Tying Accreditation Standards to Governance Committees.
    1. Memos were sent to most Governance Committees asking them to tie their Agenda Items to the Accreditation Standards most appropriate for them.
    2. Team A reviewed the Standards assigned to them:
      - a. Standard I: Mission, Academic Quality and Institutional Effectiveness and Integrity.
      - b. Standard I.B.9: Planning

### IV. Midterm Report [**ACCJC Standard I.B.9**]

- a. Accrediting Commission requires us to file a report between visits. Ours is due October 2020.
- b. A Draft of our Midterm Report has been completed and will officially go to IPCC on December 2, 2019 for a first presentation. It will go to various Governance Committees in spring and then on to the Board in summer for two review over two meetings before being sent off.

### V. Election of Chair

- a. Ed Karpp was nominated as Chair of the Master Planning Team A Committee for 2019-2020.

➤ ***It was MSC (Rooney/Ramirez) that Ed Karpp be elected as Chair of the Master Planning Team A Committee for 2019-2020.***

### VI. College Mission Statement Review [**ACCJC Standard I.A.3**]

- a. Team A reviewed the college's current Mission Statement.
- b. ACCJC is now saying that the college Vision is considered as being part of the Mission Statement.
- c. Team A members were requested to go back to their constituents and ask if there are any suggestions or changes to the Mission Statement.

- VII. Committee Mission Statement Review
  - a. Will be reviewed at the spring 2020 meeting.
  
- VIII. Team B Membership
  - a. The membership proposal for Team B was reviewed by the committee.
    - ***It was MSC (Bowerman/Girardi) that the membership proposal for Team B be approved.***
  
- IX. Other
  - a. Altering Prioritization Process **[ACCJC Standard I.B.9]**
    - i. Discussed at most recent Budget meeting.
    - ii. The process should be more objective.
    - iii. It was suggested that a process using weighed scores by Goals be developed and approved by Team A.
    - iv. A more concrete process needs to be created. Once these are created they can be presented at the spring Team A meeting to approve weightings which areas would then base their requests on.

Meeting Adjourned at 3:05 p.m.  
Next Meeting: TBD  
Minutes Recorded by: G. Lui