

Business, Design, and Workforce Division Meeting

Friday, February 22, 2019

Meeting Minutes

12:00 – 2:30 p.m.

Cañada College

Building 13, Room 217

Present: Leonor Cabrera, Jonna Pounds, Jonathan Wax, Jessica Kaven, Marisol Quevedo, Ritu Malhotra, Brian Bennett, Paul Naas, Melinda Day, Hyla Lacefield, Ronda Chaney, Daryan Chan, Allison Hughes, Candice Nance, Barbara Velline, Candice Nance, Chris Strugar-Fritsch, Marie, Jack Herbert

Next meeting: March 15, 2019

1. Guest Speakers – Capital Improvement Plan: Phase 3

- a. Introductions
- b. Building 23 Update and Status
 - i. Will be completed by Summer 2019
 1. This will be 6 months earlier than expected
 - ii. There will be a rooftop space
 - iii. Accessibility issues raised, several concerns regarding equitable access to our campus for students, staff, and visitors.
 - iv. The new bus stop will be on the north area of campus near building 9
- c. Building 1 Update and Status
 - i. Construction was halted because the building permit was delayed
 - ii. Much of the work was done over winter break
 - iii. Question on parking with new facility:
 1. Lot 6 is being increased by 350 spaces
 - iv. Question on construction team parking in staff parking lot:
 1. Please report to authorities
 - v. There will be two pools
 - vi. Roofing has the ability to have solar panels installed
 - vii. North and South ends of the campus will have quads/public spaces
- d. Building 9
 - i. There is a lawsuit going on, but will be resolved shortly.

- ii. Scaffolding will be done by the end of May, and then construction will be on the east side, and then the north end will be the last part of the project.
- iii. There was water damage.
- iv. The sunshade is being refurbished
- v. Art Gallery Space will be accessible again after this summer
- e. Canada Vista
 - i. Will be completed by January 2020
- f. Building 13
 - i. There needs to be a match from the state for construction
 - ii. Conversation on inequity of space for Building 23
- g. New Chiller installed for the whole campus

2. SLO's – Jessica Kaven

- a. kavenj@smccd.edu
- b. Assessment Dialogue; SLOs and PLOs
 - i. 2002 – SLOs became part of the accreditation process
 - ii. Jessica Kaven is here to assist throughout this process, please come to her with any questions.
- c. Example on Communication Studies
 - i. Looking at our student population in data packets
 - 1. Comb through the information to better understand: notice some equity access gaps
- d. Assessment data
 - i. Reviewing assessment data for all departments in the BDW Division.
- e. Discuss Learning
 - i. Reviewing leaning design and instruction design
 - ii. Review assessment results and look where our students are
 - iii. FLP – Faculty Learning Program
 - iv. Discussion on ESL students difficulties
- f. Assessment as a Process
 - i. Reflecting on student's experiences – please reach out to Jessica to continue this conversation
- g. Have questions prepared for Jessica, who will be coming back to all of our meetings moving forward
- h. March 6 – Flex Day Campus Discussion on Assessment

3. Daryan Chan – Counselors

- a. Update on conversation: placement for students
- b. Counselors will be willing to come to future division meetings
- c. Encourages faculty to come to counselor meetings

4. Promise Program - Marisol

- a. Full-time counselors, PSC, and a recruiter
- b. Program focused on completion for first generation students.
 - i. FASFA funds first, and then the scholarship picks up the rest of the cost
 - ii. \$50 for gas/food incentive given to each student at the start of the semester
- c. 335 students → currently 88% retention/persistence
- d. District is expanding the program for years 2 and 3.
- e. Question re: new sign up
 - i. Will be distributed to faculty because students who are started this spring semester will be eligible for the program for Fall 2019
- f. Include video content in future shells

5. Monopoly Tournament – Barbara Velline

- a. October 5, 2019

6. Program Review – Leonor Cabrera

- a. DA&A, MEDA, and LEGL, are up for review

7. Other Updates

- a. Schedules are in for summer and fall 2019
- b. Waiting to hear about allocation of FTEF for Fall 2019
 - i. Please address this in campus committee meetings across the board.
- c. Tour with Jack of Building 23: please email Leonor names if you would like to go on the tour.
- d. Release Time – Still waiting to hear from the office of the VPI. *Note: VPI office requests additional information: work plan and time-line before assigning release time.*
- e. VPSS Forums are coming up, please attend
- f. Is there a pathway for JobTrain students into MEDA
- g. OYE Festival will be at the Grove March 9 – please come table
- h. Multiple Measures will start in March

8. Academic Senate – Hyla Lacefield

- a. Hyla be stepping down as president at the end of the semester

9. PBC – Paul Naas

- a. March 29, 2-3pm, event in the Grove honoring Tom Mohr

10. Technology Committee – Leonor Cabrera

- a. Please come to meeting (Tuesday, 2/26/19 at 1:30pm) if you want more information
- b. The focus will be more instructional based going forward

