



Minutes

Committee Name: SSSP

Date: December 5, 2018

Time: 12:30 – 2:00 PM

Location: EW 207 | MAM 228 | BIS 197 | KRV 5

Present: Corey Marvin, Tanner Barnett, Sharlene Paxton, Steve Rogers, Rebecca Pang, Pam Campbell, Matt Crow, Ben Beshwate, Fabian Meneses, Christine Small, Chad Houck, Katie Bachman, Tyson Huffman, Caroline Sanderson

Absent: Heather Ostash, Julie Cornett, Ryan Khamkongsay, Melissa Gross

1. Call to Order

12:34PM by Corey Marvin, Vice President of Academic Affairs

2. Approval of Agenda – Approved no additions

3. Approval of Minutes and Action Items

4. CFIT Report Out

- Christine and Katie are in Onboarding CFIT, no charge given yet to begin.
 - Premature at this point, guidance needed. Feedback on charge and makeup of group.
 - **Finalize onboarding CFIT charge and composition next meeting**
- Clarify the Path CFIT
 - Two charges:
 - Guidance to departments as they review pathways, timelines
 - Review, assess the program communicated online, is information easy/difficulty to find, accurate?
 - Including operational things on website, such as what happens if a unit gets changed, etc
 - **Assessing web presence of GP – Spring**
 - Additional doc from Fabian, Chairs/Deans work together to review/revise program pathways
 - Cast mostly in questions
 - 3 chunks: Programs, Right Programs @ Campuses, Hybrid?
 - Now we have some hybrid, start online, end on campus.
 - Med Assisting
 - Are other programs ready?
 - Review Program Demand:
 - All complete apart from Geographical data, **Ryan K should head this up**
 - Majors by service area



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- Certain courses on ground, certain online
- Low enroll courses at multiple campuses?
- Revisit the program pathway – Major
 - Create a new 2 year long-term schedule for each major class at each campus
 - Not all programs meet 23 student requirements, more art than science
 - Nursing/Med Assisting – Limited to 15 students
 - Where are enrollments, are going up/down, offered consistently?
 - Deans must be heavily involved
 - Many programs not following Preferred Sequence of courses
 - More elective offerings?
 - Students required 6 units
 - Perhaps offer more electives online
 - English/Math in first semester. What does that do to programs?
 - Summer required?
 - Thus far no, but programs could start
 - Would your program be improved with innovation?
 - 5 week classes? Paralegal, Business Admin
- Fine Tuning
 - Preferred sequence of courses?
 - Note on pathway: “Faculty strongly suggest [list Gen Ed Class]”
 - Possibly suggest Gen Ed classes for students to take
 - Fabian - If there’s a gap for sequential classes, what classes should be recommended in their place?
 - Strongly Recommend, Recommend, two levels for students from faculty of their major
 - Possibly third, No Recommendation – Ben
- Refresher on Gen Ed for faculty/chairs
 - Matt C wants to see more than just the IGETC/CSU form
 - Major sheets w/ class titles
 - CSU/IGETC/Local Gen Ed paths different
- Timeline
 - End of review by end of Fall 19 (Dec 6 19) to go into effect 20/21

5. Achieving the Dream Conference

- Feb 19-22 in LB, need names
 - Sharlene suggests Julie
 - Christine points out that much of her staff will not be available during those dates and she could go in their place
 - Katie volunteers, pending VP Ostash’s approval
 - Rebecca notices Equity Institute on website, suggests PED Tech team go
- Email to be sent out to gauge interest



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6. Planning for Next Semester

- Onboarding CFIT start, CTP CFIT move to next phase
- Fabian: Create partnership with BC/PC to help with GP
- Ben: Chairs should be present, no decisions on academics without chairs
 - Joint meeting, Chairs driving the process
 - Sharlene – Faculty lead Prof Dev to ensure true collaboration
- Raising the visibility of GP among all staff types
 - Also better integrating it to get more acceptance among all of the college
 - Have to show benefit to them through data
- Tyson: Pull data for projects that will be worked on in the future to show where GP will be working
 - Sharlene: Bring up GP at Spring Flex (1/11), planting seeds to adjuncts and faculty
- More advertising for GP
 - GP overlain upon our processes, shows us areas lacking in initiative
- Fabian: another CFIT for marketing? Katie: No, marketing will be a part of Onboarding CFIT
- More grassroots, real life examples/strategies for cultural responsiveness, unconscious bias
- Student services guide, re doing it, guide for students with calendar info etc Katie email to Heather
- Those actions towards GP not necessarily CFIT worthy, occasional report out

6.1 Meetings Next Semester

- TBD

7. Review of Action Items

- Finalize onboarding CFIT charge and composition next meeting
- Assessing web presence of GP
- Ryan to compile Program Demand Geographical data

8. Future Meeting Dates

- TBD

9. Adjournment for CFIT – Program Meetings

1:27PM: by Corey Marvin, Vice President of Academic Affairs

Meeting Chair: Corey Marvin

Recorder: Tanner Barnett

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