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| ***MEETING DATE:*** | **Wednesday, May 15, 2019** |
| ***LOC./TIME:*** | **T-801, 10:30 a.m.-12:00 p.m.**  |
| ***PARTICIPANTS:*** | **Co-Chairs: Vice President of Student Services (VPSS)-Vicki Ferguson\*-P****Vice President of Instruction (VPI)-Rudy Besikof\*-P****Membership****Dean (Instruction) - Denise Richardson-P****Dean (Enrollment Services) - Mildred Lewis** **Vice President of Business Administration (VPA)-Derek Pinto** **Director of Student Activities and Campus Life-Gary Albury-P****Director of IT-Rupinder Bhatia-P****Public Information Officer (PIO) -Vacant****Academic Support Services Specialist-Derek Lee\* -P****Research & Systems Technology Analyst-Clifton Coleman** **Faculty Senate President-Fred Bourgoin\* -P****Faculty/Guided Pathways-Suzan Tiemroth-Zavala\* -E****Faculty/Guided Pathways-Eleni Gastis\*-P****Counselor-Manuel Alcala** **Counselor-Terrance Greene -P****Counselor-Janelle Tillotson\*-P****Classified-Vacant****Classified-Iolani Sodhy-Gereben -P****Classified-Dr. Joseph Koroma****Classified-Rene Rivas****Associated Students of Laney College (ASLC) Representative-Vacant** **Associated Students of Laney College (ASLC) Representative-Vacant****Associated Students of Laney College (ASLC) Representative-Vacant****\*Core IEPI/SEM Group****Note Taker- Hope Lane** |
| **AGENDA ITEM** | **DISCUSSION NOTES** | **ACTION ITEMS** |
| 1. **Review and Approval of Agenda (Action)**
 | * Motion to add Final Convening
 | * Fred; Rudy 2nd; no abstentions
 |
| 1. **Approval of Minutes**
 | * Rudy motioned to approve minutes; Fred 2nd –May 1st
* Denise and Rupinder abstains
* Rudy motioned to approve Mar. 20th minutes, Fred 2nd ; no abstentions
 | Add agenda🡪 goals for next year |
| 1. **SEM Assignment**
 | * Vicki shared information regarding the Project Narrative for Final Convening
 | * Vicki & Rudy will meet on Monday to create PowerPoint to present at SEM Final Convening
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| 1. **Goals for Next Year**
 | * Denise shared the committee should have accountability; Vickie shared committee is management heavy; and we need to build systems; build capacity and accountability for our strategic strategy goal; perhaps post on website; ex: evaluation and assessment method on (progress) what we’ve done thus far; Rudy shared: data set to tell us where we are; Eleni to build goals (set goals); Janelle-mid-year report to determine if we’re making goals; to show how plan is working, etc. committee shared will get information from Clifton; Denise said maybe we can survey classrooms🡪what made you come to Laney; and how we strategized those decisions; Rudy provide recommendations as needed….
* Build capacity, initial planning meeting to develop goals and strategy for years.
* 5 goals for 2019-2020
* Vicki questions was timeline given regarding faculty concerns and input on the plan
* Eleni suggested getting faculty involved in the fall; maybe form survey that could help
* Rudy 🡪scheduling is there something
* Terrance questioned if sister campuses have SEM committee
* Denise shared
* Eleni shared concerns about district interfering with enrollment
* Terrance would like to get all Enrollment management committees together to work and collaborate
* Derrick suggested reviewing sister campuses SEM plans; and prioritize our strategies to move things forward
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| 1. **Next meeting date**
 | * TBD
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| 1. **Good of the order**
 | * Meeting adjourned Denise; Derek 2nd
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**NEXT SEM COMMITTEE MEETING –TBD T-850- 10:30 a.m.-12:00 p.m.**

**Add agenda item:**

**Faculty Senate Wanted to Provide Recommendations for SEM Plan**