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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 | |
| 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 | |  | |
| 1. **Next meeting date** | | * TBD | |  | |
| 1. **Good of the order** | | * Meeting adjourned Denise; Derek 2nd | |  | |

**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**