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| ***MEETING DATE:*** | **Wednesday, September 4, 2019** |
| ***LOC./TIME:*** | **T-850, 10:30 a.m.-12:00 p.m.**  |
| ***PARTICIPANTS:*** | **Co-Chairs: Vice President of Student Services (VPSS)-Vicki Ferguson\*****Vice President of Instruction (VPI)-Rudy Besikof\*****Membership****Dean (Instruction) - Denise Richardson****Dean (Enrollment Services) - Mildred Lewis** **Vice President of Business Administration (VPA)-Derek Pinto** **Director of Student Activities and Campus Life-Gary Albury****Director of IT-Rupinder Bhatia** **Public Information Officer (PIO) - Vacant****Academic Support Services Specialist-Derek Lee\*** **Research & Systems Technology Analyst-Clifton Coleman** **Faculty Senate President-Fred Bourgoin\*** **Faculty/Guided Pathways-Suzan Tiemroth-Zavala\*****Faculty/Guided Pathways-Eleni Gastis\*****Counselor- Vacant****Counselor-Terrance Greene** **Counselor-Janelle Tillotson\*****Classified-Vacant****Classified-Iolani Sodhy-Gereben** **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)**
 | * Didn’t meet quorum to approve agenda
 | * Will approve at Sept. 18th meeting if quorum is met
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| 1. **Approval of Minutes**
 | * Didn’t meet quorum to approve minutes
 | * Will approve at Sept. 18th meeting if quorum is met
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| 1. **SEM Plan Matrix-Vicki**
 | -->VP Ferguson shared an abbreviated version of the Implementation Matrix highlighting progress for each strategy. This document was shared in July with the Chancellor. Discussion included: -->VP Besikoff gave updates on scheduling and curriculum beginning Spring 2020: College hour will change to 12:30-1:30; demand on short term classes has increased; chairs developed two-and three-year schedule plans; Mildred--> discussed the benefits of two 8-week courses. VP Ferguson-->gave update on pilot mapping project; will invite mapping team to present to committee. VP Besikoff shared--> Dean Fields is Dual Enrollment Liaison; Another idea Perhaps a National Signing Day with our high school students; Providing PD for Classified/Senate; Puente began in Fall 2019; FYE/Oakland Promise Liaison--> Terrance Green; Expanding hours for counseling & Health Services; Lilliana Moncado, New Early Alert Counselor, who will oversee Starfish Early Alert; Marketing updates included Laney College is visible on social media outlets. Laney Account is back on LinkedIn; One-Stop Saturday over 350 students were serviced; VP Pinto mentioned how do we leverage outreach opportunities with partners such as *Last Chance U* and *Oakland Roots Soccer team*. Vicki shared Oakland Roots has granted us tabling opportunities at all their home games. VP Ferguson--> How do we monitor the progress; Dean Lewis--> suggested sharing out at the end of the academic year; Dean Richardson-- have documentation on all events to keep a record for accountability reasons; Clifton suggested looking at data before making decisions that affect campus in regards to class cancellations. |  |
| 1. **Enrollment Report-Rudy**
 | * Slide was 4% last week 93.55; pickup up a ½ percent 94.29% to target; Dean Lewis--> late add does not affect enrollment; efficiency 14%; FTES 1.5% fewer sections; 2.9%; Head count FTES (resident) 10,775
* In addition, VP Besikoff gave status overview of Accreditation
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| 1. **Share Out- May Final Convening**
 | * Derek L., Rupinder and VP Besikoff reported out Football theme team project from Final Convening; goals and discussed challenges other colleges may have.
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| 1. **Good of the Order**
 | * Minutes & Agenda to be sent electronically; please print copies.
* Meeting times subject to change due to faculty classes & teaching schedule.
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**NEXT SEM COMMITTEE MEETING –September 18, 2019; T-850- 10:30 a.m.-12:00 p.m.**