|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***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 | |
| 1. **Approval of Minutes** | | * Didn’t meet quorum to approve minutes | | * Will approve at Sept. 18th meeting if quorum is met | |
| 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 | |  | |
| 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. | |  | |
| 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. | |  | |

**NEXT SEM COMMITTEE MEETING –September 18, 2019; T-850- 10:30 a.m.-12:00 p.m.**