

GPSC Meeting Minutes October 8th, 2021

Present: Brian Young, Lisa Chavez, Lydia Gonzalez, Angelica Martinez, Gisela Spieler-Persad, Elizabeth, Katie O'Brien, Eric Olson, Vann Priest, Albert Bretado, Sable Cantus, Mike Garabedian, Dana Vazquez, Alice Mecom, Juana Mora, Cecilia Rocha, Jim Sass, Lesley Bonds, Marissa Young

Meeting starting at 10:04 a.m.

Approval of meetings from September 10th- Motion to approve meetings- Katie motion to approve the meetings. 13 yes and 1 abstain.

Outcomes Committee Report- Alyson is not at the meeting because she has other meetings with outcomes. She reported that next Friday, October 15th Closing the Loop (CTL) forms are due for every course on campus.

Student Equity Committee Report- Cecilia Rocha- Sharing what we are doing with Black Scholars. Trying to do a holistic study on our students. We will continue with focus groups and data analysis, and we will be able to share out our findings. It is an ongoing project.

SSSP Committee Report- Lydia co-chairs with Melba Castro. Usually meet the first Friday of the month but it was postponed. We will be meeting this afternoon. Student services is working on updating our forms more user friendly. Automated forms for students. We are using Dynamic forms and they have started with the simplest forms. It can interact with Banner. IT is currently working on making this happen.

Committee Bylaws- Lydia showed the changes of the charge to the committee via sharing screen. For online voting looked at different resources. The key thing here is that a: If a Chair deems a vote necessary between meetings, a role call will be conducted electronically. The motion put forward for voting can be put forward by any member and seconded by any member. The motion will then be restated by the Chair, opened for debate, and restated for a final vote using reply all. Electronic voting via email will be given at least 24-hr reply time once voting commences. The Chair announces the result of the vote to be included in the next meeting minutes.

Membership review- Assigning a designee if someone that is double dipping is not able to attend. Add a different category to the membership list:

Committee representation category

- Institutional Effectiveness coordinator or designee
- Online education coordinator or designee
- Equity coordinator or designee
- Director of Financial Aid or designee

Classified Staff- has been hard to get them to attend because people's roles have changed. Albert was going to bring this up at the union meeting for classified this afternoon to get more involved.

Nursing Faculty was suggested to be changed to Health Science faculty. It was recommended that GPSC not follow Robert's Rules of Orders from the Charge statement. Lydia will clean this document up and not get a vote until we hear back from classified.

Guided Pathways Evaluation Update- James Sass will give up brief update on GP evaluation cohorts and upcoming student survey. (Please see attached handout).

GPSC meeting will be moved to November 5th from November 12th because of the Veterans Holiday. Lydia is suggesting getting a workgroup to help with the scale of adoption. We will vote on the Scale of Adoption will be voted on at the December meeting.

Student Success Teams (SSTEAMS Update)- Alice Mecom - The Success Teams have been meeting. A newsletter template was created and each AOI will edit and it will go out every month. The teams will be working on milestones. We created a communication flow chart (Alice share the document). Eric Olson shared out what he has been doing as his role as the IEET faculty lead. He started with office hours then collaborated with Claudia to have counseling/office hours workshop. Virtual chat with faculty and friends- we will focus on a different guest each week. There guest speaker this week will talk about how to set up a linked in account. Then we will go down the list to invite faculty to come in and pitch his program and what's involved there. Claudia made up a cool flyer.

Faculty Role in keeping students in the path- All areas have a lead except for Art and Kinesiology a faculty lead. Still hoping to recruit faculty liaisons for those areas.

Faculty resource center in the canvas shell- It's under all courses. There is a link that takes you to Guided Pathways. I will be sending this to all staff to get feedback and information on Guided Pathways.

Here is the way to see students majors on the role sheet:

The screenshot shows a document titled "Faculty Role in Keeping Students on Path". It includes instructions on how to use the "Faculty Role Sheet" Excel file. The instructions are as follows:

1. Learn your students' names and ask them how they are doing. Knowing every student's name can be a challenge, especially in large classes, yet there are techniques such as name tags or plates that can prove useful. Recognizing someone by name is a small gesture that can go a long way in making a student feel like an important and valuable participant in your course. For students who approach you, learn their name, ask them how they are doing, and wait for the answer.
2. Ask students about their educational and career goals. By asking students why they are in college and what their major is, you let them know you expect them to have a reason for enrolling in postsecondary education. Our Accessibility faculty can generate student rosters with their list of majors for their current and past courses following the directions below. Check majors to help students verify that their major is correctly listed in Banner and that your course fits in their educational plan. If they say their major is incorrect in your roster and on their Accessibility account, encourage them to complete the [Change of Major Request form](#) through Admissions & Records. They should meet with their counselor if they have any questions.
3. Go to Faculty Rosters in Accessibility and RIGHT CLICK on the EXCEL download. Faculty Rosters
4. Do Save As and add .xls to whatever you want to name the file. File name: MAJ122.xls Save as type: All Files (*.*)
5. Do Save As and add .xls to whatever you want to name the file. Major

The document also includes a table with columns for Name, Major, and Course. The table is partially filled with data, including names like "J. Smith" and "M. Jones" and majors like "Biology" and "Chemistry".

Accessibility in Canvas Shells- They do have some accessibility issues and Grant mentioned that we might need to update this since we are going through accreditation.
Like ALT Text.

Accessibility and compliance specialist was brought up but has not flown yet. Albert said he will find out about it.

Meeting ended at 11:55 a.m.