

**Meeting Minutes**  
**March 4, 2021**  
**9:00 am – 10:30 am**  
**ZOOM ID: 91443026624**

**MEMBERS:**

<b>VOTING – List full name below</b>			
x	Maria Suarez	x	Doris Hankins
x	Frances Moy	x	Maria Spencer
	Jose A. Salceda	x	Denise Woodward
x	Lilia Chavez		Soledad Lueng
x	Jason Holloway		
<b>NON-VOTING – List full name below</b>			
x	Michael Cooper		
x	Joe Zermeno		

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP ACTION</b>
I. Call to Order	Meeting called to order at 9:05 am	
II. Adoption of Agenda	Agenda was approved with no corrections.	M/S/P – Lilia Chavez / Doris Hankins
III. Approval of Minutes	Meeting minutes were approved with no corrections.	M/S/P – Frances Moy / Maria Spencer
IV. Action Items / Presentations / Standing Items	<p><b>March 18<sup>th</sup> Flex Day Activities: Planning</b></p> <p><b>8:30-9:10 am</b> Remarks by President David Johnson. Welcome from Constituencies</p> <p><b>9:20-10:50 am</b> Accreditation Updates and College-wide Activity – Accreditation Committee</p> <p><b>11:00-11:50 am</b> Forum on Student Challenges and Success Stories – Maria Spencer and Doris Hankins</p> <p>-Maria Spencer confirmed 3 alumni and 3 current students to participate in the panel.</p> <p>-The objective is to place student challenges and success in the spotlight and to create awareness and inspire change.</p> <p>-Structure: Short introduction followed by guiding questions.</p> <p>-Questions outlined for the panelists include:</p> <p>--What services and programs did you use to help you persist / get through college?</p> <p>--What factors supported or impeded your academic success?</p> <p>--How relevant is campus life / culture / community to you?</p> <p>--What can we do to improve campus community / culture / life?</p> <p>--What advice would you provide to current students pursuing a degree?</p> <p>--What can we do to improve communications when problems arise?</p> <p>--Describe your educational experience with your teachers and support services since we moved to online instruction?</p> <p><b>12:00-1:00 pm</b> Lunch Break</p>	<p>Action Item: Maria Suarez will follow-up with union representatives to confirm their attendance.</p> <p>Action Item: Frances Moy will follow-up with faculty senate president to confirm his attendance.</p> <p>Action Item: Denise Woodward with follow-up with classified senate president to confirm her attendance.</p> <p>Action Item: Maria Suarez will follow-up with Hillary Altman to obtain more details about the accreditation workshop.</p>

	<p><b>March 18<sup>th</sup> Flex Day Activities: Planning Continued</b></p> <p><b>1:00-1:50 pm</b> Understanding SAS Accommodations and How to Work with Students with Disabilities – SAS Department</p> <p><b>1:00-1:50 pm</b> Open Slot</p> <p>-Topics that are being considered include: PeopleSoft, Adobe Sign, Office 365.</p> <p>-The District is available to provide trainings on budget, purchasing, and accounts payable.</p> <p><b>1:00-1:50 pm</b> Canvas Office Hours – Monica Ambalal</p> <p><b>2:00-2:50 pm</b> SLOAC Workshop on ILOs – SLOAC Committee</p> <p><b>2:00-2:50 pm</b> PFT Contract Refresher – Jennifer Shanoski</p> <p><b>3:00-3:50 pm</b> OER (Open Educational Resources) and Library Tools for Online Classes – Adoria Williams</p> <p><b>3:00-3:50 pm</b> Using Data to Inform Continuous Quality Improvement of Programs and Services to Address Equity Gaps in Student Learning Achievement – Nathan Pellegrin</p> <p><b>3:00-3:50 pm</b> Increasing Faculty and Staff Sensitivity and Awareness about the Second Language Learner’s Experience – Evan Nichols</p> <p><b>4:00-4:50 pm</b> Promoting Participatory Governance “Committee Open House and Information Session” – Nghiem Thai, Monica Ambalal, Maria Suarez, and Frances Moy</p> <p><b>4:00-4:50 pm</b> Open Slot</p> <p>-Topics that are being considered include: PeopleSoft, Adobe Sign, Office 365.</p> <p>-The District is available to provide trainings on budget, purchasing, and accounts payable.</p> <p><b>5:00-5:50 pm</b> Happy Hour with President Johnson</p>	<p>Action Item: Maria Suarez will request afternoon sessions from the District on budget, purchasing, and account payable.</p> <p>Action Item: Denise Woodward will follow-up with Henry Mai to request a training on Microsoft Office 365.</p> <p>Action Item: Frances Moy will follow-up with Committee Chairs for more participation in the committee workshop.</p>
<p>V. New Business / Old Business</p>	<p><b>Microaggressions CORA Training</b></p> <p>-Will continue this spring semester (not during flex day).</p> <p><b>Budget</b></p> <p>Money allocation still missing from 2021 budget.</p> <p><b>Certificates for Presenters and Participants: January 22<sup>nd</sup> Flex Day</b></p> <p>-Maria Spencer, Denise Woodward, and Soledad Leung will coordinate the distribution of certificates.</p>	
<p>VI. Announcements</p>	<p>Next Meeting scheduled for April 1<sup>st</sup> at 9:00 am. We will be using the same Zoom link.</p>	
<p>VII. Adjournment</p>	<p>Meeting adjourned at 10:25 am</p>	