

Meeting Minutes**9-23-2021****1:30-3:00pm**Meeting Zoom Link: <https://cccconfer.zoom.us/j/98161794744?pwd=VUNVd0k0SIV6ek1aQnIDYTVFQUVzd09>

Password: 632834

MEMBERS:

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Laura Forlin	X	Sinead Anderson
X	Heather Casale		
X	Sun Young Ban		
X	Evan Nichols		
X	Marty Zielke		
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Nathan Pellegrin	X	Courtney Brown
X	Dr. Richardson	X	Ree' Shemah
X	Dr. Foster		

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 1:31pm	
II. Adoption of Agenda	Agenda was adopted without changes. All approved.	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	Minutes were approved.	
IV. Public Comments	None.	
V. Action Items/ Presentations	Identify Topic of Discussion <ol style="list-style-type: none"> Assessment Calendar for Instructional Assessment Calendar for Service Areas 	<ol style="list-style-type: none"> Assessment Calendar revisions shelved so it can be shared with the Admin team before approval. Service Area Calendar discussed and changes made. Marty to revise further and then we can approve if all changes are accepted at our next meeting.
VI. Standing Items	Assessment/Goals <ol style="list-style-type: none"> All division coordinators continue working with their division department chairs and program directors, around all assessment (SLO, PLO, ILO). Accreditation <ul style="list-style-type: none"> Ongoing Equity <ul style="list-style-type: none"> Ongoing 	Coordinator check in (ACCJC 1B1 and 1B2) <ol style="list-style-type: none"> All coordinators have reached out to individuals in their area and are providing assessment support and guidance. Laura and Marty assisted in Program Review trainings.

VII. New Business	Identify Topic of Discussion 1. Stipends for part-time faculty.	1. Stipends have been very delayed and so Laura, Tachetta and Dr. Richardson will meet to discuss the process for assessment stipend payment and strategize a more streamlined approach.
VIII. Old Business	Identify Topic of Discussion 1. Administrative area assessment and support 2. Program Review validation form	1. Meeting to be arranged. 2. Validation form reviewed, changes recommended. Coordinators to make revisions for this years Program Review Validation process and forward approved form to Nathan for posting to the website.
IX. Announcements	<ul style="list-style-type: none"> • List announcements n/a 	
X. Adjournment	Meeting adjourned at 2:52 pm	