Meeting Summary
February 4, 2014

Present: Anna Pilloton, Derek Levy, Inna Shapiro, Jonathan Eldridge, Luz Moreno, Rhonda Jones (Staff Resource), Sara McKinnon (Staff Resource)

Absent: Becky Reetz, Meg Pasquel

Agenda and Summary Approval

- The meeting agenda was approved.
- The summary for the 1/21/14 meeting was approved.

CCSSE Update

CCSSE has sent back a random selection of classes from the Master Data File sent to them in January. Jon will send letters to the instructors of the classes selected and he will work with Sara to smooth over any difficulties faculty may have. Between 50 and 60 classes were selected, with 45 to 50 different instructors. The hope is to survey 600+ students.

13-14 Work Plan Updates

General Ongoing Projects:

- Developmental Math
- Transportation
- Student Surveys
- Undocumented High School Students
- SSA Projects
  - Orientations
  - Ed Plans
  - Alert and Intervention

Developmental Math Task Force – The Task Force is ready to set-up focus groups from different contingencies to gather information in order to draft recommendations later this semester. The plan is for each focus group to meet three times to discuss each of the following topics, determined by the Educational Advisory Board (EAB):

1. Delivery
2. Curriculum
3. Placement
Online Orientation – Content is presently being uploaded and video tapes will also be uploaded as soon as each is produced. Anna will present an update on the project at the March 4th meeting.

Alert and Intervention – Matt will present an update on this project at the February 18th meeting.

Professional Development & Speaker Series

Topics discussed:

- Committee members would like for COM to have an atmosphere more celebrative of students and their differences and provide more interactive opportunities for staff and faculty.
- The Basic Skills Program is working on a speaker series.
- At the New Faculty Academy, Derek spoke about veterans’ issues and available services.
- Derek and some faculty members are working to produce a series of seminars regarding “Students, Safety and Sexuality”.
- Kristina Combs is planning some HR professional development opportunities.
- Per the Campus Sexual Violence Elimination (SaVE) Act, by fall 2014, COM must have disciplinary procedures in place to ensure:
  - Proceedings shall provide a prompt, fair, and impartial investigation and resolution and are conducted by officials receiving annual training on domestic violence, sexual assault, and stalking
  - Both parties may have others present during an institutional disciplinary proceeding and any related meeting, including an advisor of their choice
  - Both parties will receive written outcomes of all disciplinary proceedings at the same time

Other Topics

The Student Equity Plan is due to the Chancellor’s Office on October 17, 2014, along with the SSSP Plan. The Chancellor’s Office has provided a draft for the Equity Plan and Jon will get more information at the upcoming CCCCCSSAA Spring Conference in March. The SSSP Plan needs to be developed first and then the Equity Plan must describe how COM will mitigate the possible negative impacts on certain student groups who may lose out because of the implementation of the SSSP Plan. Writing will begin in late spring and the document will be presented to governance committees for review in August, prior to Board approval in September.
Announcements

Inna Shapiro is the new student representative. Arnulfo is speaking with ASCOM about an additional student representative.

DSPS is considering a name change. Derek is discussing the possibilities with DSPS personnel and may conduct a Constant Contact survey to get student input.

The Accrediting Commission for Community and Junior Colleges (ACCJC) will be reporting back soon on CCSF’s accreditation review request. A meeting in support of CCSF will take place on Thursday, February 6th at COM.

The next meeting will take place on Tuesday, February 18th in SNM 305. Please submit any agenda items that you want included by noon on the preceding Tuesday.