

Members: Tanisha Maxwell, Carlos Montoya and Nancy Ybarra (tri-chairs), Nicole Almassey, Rachel Anicetti, Joshua Bearden, Dave Belman, Jeffrey Benford, Jorge Cea, Thyra Cobbs, Steven Freeman, Louie Giambattista, Rikki Hall, Natalie Hannum, Chailin Hsieh, Scott Hubbard, Marie Kaufman, Sabrina Kwist, Jennifer Ma (Tammy Oranje), Nikki Moultrie, Ryan Pedersen, David Reyes, Ginny Richards, Carla Rosas, Rudolf Rose, Eileen Valenzuela, Grace Villegas, Julie Von Bergen & Irma Gregory (notetaker)

Item #	Topic/Activity	Notes
	SEM Committee 2:00 – 3:30 pm	
1.	Welcome and Announcements	<ul style="list-style-type: none"> Welcome extended to everyone.
2.	Approve Agenda–February 18, 2020 Approve Minutes–November 19, 2019 Approve Minutes – October 15, 2019	<ul style="list-style-type: none"> M/S: J. Von Bergen/ N. Moultrie Approved Minutes were unavailable. Action to approve tabled to next meeting. M/S: J. Von Bergen/N. Moultrie Approved
3.	Vote on recommendation for SEM to become an advisory group.	<p>Group discussion on existing SEM structure (Brown Act body {subcommittee} vs advisory group).</p> <ul style="list-style-type: none"> Academic Senate supports subcommittee. Risks of being subcommittee: ensuring all constituent groups are present and their voices heard as well as transparency. Possibility of less voting members composed of 3 voices per constituency group to ensure a quorum. Does SEM make decisions or recommendations? Motion to recommend to SGC that SEM become an advisory group rather and a subcommittee. M/S: G. Villegas/J. Benford <p>Post motion discussion points:</p> <ul style="list-style-type: none"> Advisory group – more nimble How is power/span of influence retained? Will attendance change if structured as advisory committee? Need to integrate Guided Pathways which is an advisory group due to funding. <ul style="list-style-type: none"> Vote: Yes – 14; No - 2; Abstentions 2 (2 phone in/zoom faculty vote no)
4.	Review & determine: a) SEM Areas of Focus (Vote) b) Work Group Assignments (e.g. website, writing team)	<p>a) Area of Focus</p> <ul style="list-style-type: none"> Change wording on AB705 Marketing discussion whether it should be a separate area or a wrap around for the other 5. Marketing would/could be different for each target population. Should marketing be from a holistic approach or target population driven? Does marketing speak to the activities that need to be done versus an overarching strategy/area of focus? Marketing already exists—question is how and what changes need to be made around our marketing? Do we need to consider another target population—perspective students and how we market to them? SEM plan should not be a marketing plan. Perspective student versus dual enrollment student. Discussion also included the need for clarity on pathways. Motion to consolidate curriculum analysis, AB705 and integrated student support. M/S: N. Moultrie/C. Hsieh After considerable discussion, motion withdrawn by N. Moultrie Motion for four SEM Areas of Focus:

		<ul style="list-style-type: none"> ○ Strategic Scheduling ○ Integrated Student Support/Retention ○ Curriculum Analysis ○ Distance Education. M/S: ?/G. Richards <ul style="list-style-type: none"> ● Vote: Yes – 10; No – 0; Abstention – 4 (faculty members) ● Post vote discussion: Faculty need to discuss with their constituents and will report back to this committee. <p>b) Workgroup assignments:</p> <ul style="list-style-type: none"> ● Website: Task clarified to reviewing existing content and developing current information. C. Hsieh volunteered to work with the existing members. ● Writing Group: discussion tabled ● Area of Focus workgroups: discussion tabled
5.	Data Group Presentations	Data group presentations have been added to Sharepoint.
	College Activity 3:30 – 5:00 pm	Did not conduct activity due to lack of time.
6.	Review of Retreat Outcomes	Did not review due to lack of time.
7.	Prioritization of Effort/Impact Ideas	Did not review due to lack of time.
8.	Integrating Work of Guided Pathways and SEM	Did not review due to lack of time.
9.	Next Steps/Project Management	Everyone is asked to review the retreat items included in activity packet and complete the Impact/Effort worksheets and generate 1-3 Big ideas. Meeting adjourned at 4:58.
2020 Meeting Dates: 3/17, 4/21 & 5/19; all from 2:00 pm to 5:00 pm in SS4-412		