

Strategic Quality Enhancement Committee

Meeting Minutes

May 21, 2024

Present: SET: Francisco Solis, Stella Lovato, Barbara Hong, Amy Chaye Pena, Victoria Moe, Christina Horton, Sitakanta Mohanty, Cassandra Rincones, Jonathan Lee, Clare Iannelli, Rosalind Ong SACSCOC: Seabrook Jones AS: Cleveland Dunlap, Joan Jaimes

Not Present: SS: Fidel Bem AS: Susan Blizzard

In attendance: Savithra Eratne, Catherine Coppersmith

- I. **Call to Order:**
Victoria Moe called the meeting to order at 2:05pm on May 21,2024 held in person (Large VP Conference Room)
- II. **Approval of Previous Minutes:**
Approved April 30th meeting minutes. Motion made by Christina Horton and 2nd by Dr. Stella Lovato. Motion approved by the committee.
- III. **Welcome To New Liaison:** Welcome extended to La-Keisha Harrell new SQEC liaison from College Services.
 - **SQEC Committee Nominations:** To fill a vacancy for Student Success Antony Perez was nominated and approved by the committee. Additionally, a discussion to fill a vacancy for Academic Success occurred and Carlos Corona was nominated and approved by the committee.
- V. **SQEC Voting and Charter Review:** The SQEC committee discussed and voted on what to do in an instance where a vote was not unanimous. The committee agreed, that majority would prevail assuming an adequate amount of votes had been received.
- VI. **SAC Scores Survey Review:** The committee was provided with the data/responses from the SAC Scores survey which was sent out after February's SAC Scores Day. The committee discussed the findings and made suggestions for the IPPE team to consider and incorporate during the next SAC Scores Day event. Conversation revolved around communication to all about the importance of SAC Scores Day, more robust trainings to include peer-to-peer sessions, utilizing those that have continuously excelled at SAC Scores Day and altering the current framework. The IPPE team will meet and review these suggestions, determine what is actionable and bring finalized proposed changes to the SQEC team at a later meeting.
- II. **Meta Assessment:** Rosalind led a discussion regarding the timing for the next Meta Assessment. She proposed that the committee complete this assessment in October (after SAC Scores Fall) instead of during the summer. This would allow for all faculty liaisons to participate. She further suggested that during the Meta Assessment, the committee review and evaluate KPI data, Learning Assessment data and Strategic Planning Data instead of just Strategic Planning Data. The committee agreed to these changes and time table.
- VIII. **QEP Topic Discussion:** Dr. Jones and Dr. Jaimes updated the committee about the results of the last QEP topic survey. A majority of survey responders would like to see the QEP topic be Mental Health and Resilience. Dr. Seabrook and Dr. Jaimes shared with the committee the next steps in the QEP process. At the next SQEC meeting they will update the committee on further progress, including a budget for the priority and possibly the name of a consultant to assist with this priority.
 - **Next Meeting and Adjournment:**
The next meeting is Tuesday, June 25th from 2:00-3:00 pm. With no other items for discussion, the meeting adjourned at 2:50 pm.

Minutes submitted by: Catherine Coppersmith

Approved by: Committee on June 25, 2024