

## Meeting Notes

### Attendees – via Microsoft Teams

Mike Garrity, Purva Rushi, Kurian Tharakunnel, Shelley Tiwari, Daniel Aguilar

*Meeting started at 2:30 pm*

### Committee Updates

#### Academic Affairs Rep (P. Jensen):

- No update

#### Student Affairs Rep (H. Meyer):

- Spring Early bird registration for current and returning students started today. Students can make reservations for in-person sessions through December 16 from 1-6 pm. Early bird registrations will be offered Monday through Thursday these next two weeks.
- Working on the December plan to update statuses on various initiatives that have ties to the EMSA area enrollment action plan.

#### Business and Facilities Committee (C. Rockafellow):

- Committee members are Colleen, Jim, Nicole, Garry, Sam, Austin and Morales.
- New business: Spring digital campaign going out and all promotional materials will be launching this week. Spring schedule is press and working on CE guide to press.
- Working on Deck the Mounds event and invites everyone will be there on Thursday.
- For mental health issues and awareness, Chief Austin is asking not to call counseling but instead call campus police immediately to assist anyone who is indicating or having feelings of suicidal thoughts.
- The new director of Financial Aid will start tomorrow.
- FAFSA completions numbers are low. There is hope for an increase in Spring 2022.
- Budget presentations are happening and innovations presentations began today.

#### Human Resources Committee

- No update

#### Technology Rep (M. Garrity):

- The department's leading efforts continues to be Cleared4.
- Working on changing registration to restrict out of compliance to only fully online courses for this next semester.

- Programmers working on W2 and 1098 preparations.
- The help desk is moving to a new Micromain server version which tracks tickets for workorders and inventory control.
- Network services is working on virtual server environments.
- DCSAV is performing a technology refresh for the year. Several labs have been ordered. New PCs will be imaged and the oldest labs and interactive technology rooms will be updated with newer technology.
- In the coming months, the configuration for the wireless environment will be changed. Wireless access points will be upgraded and will include a secure login but there will still be an open guest wireless option.

**Diversity Committee (P. Rushi):**

- The DEI Framework committee continues to develop ideas to transform into action plans in order to move forward with a DEI culture in our campus.
- Kaleidoscope group will be providing three training workshops to all faculty during their in-service in mid-January. The workshops will focus on instructional strategies.
- The committee continues to accept new members. If anyone is interested, they can reach out to Purva.

**Guided Pathways (S. Tiwari):**

- The remaining few program maps went to the curriculum committee meeting last week. The full-time program maps are 100% done.
- Coaches have provided good feedback for each pillar and the committee is planning new strategies on developing new action plans for each pillar next year.

**Research (K. Tharakunnel):**

- The Fall 10<sup>th</sup> day detailed report is now available on the portal.
- Implementation of the Planning and Self Study and Aqua components of Watermark tool are complete and being used by faculty.

**Old Business**

**FY22 Goals:** Everyone agreed on the following two goals:

1. Work on recommendations for sustaining pandemic period processes. The list of processes identified last year will be used for the recommendations.
2. Work on recommendations on digitizing paper-based processes.

**New Business**

- None

**Announcements**

- Everyone introduced themselves and welcomed Daniel.
- Next meeting will be scheduled sometime after the Martin Luther King Jr. holiday.

*Meeting adjourned at 3:01 pm.*