

Strategic Quality Enhancement Committee
Meeting Minutes
March 7, 2024

Present: SET: Naydeen González-De Jesús, Stella Lovato, Cassandra Rincones, Jonathan Lee, Clare Iannelli, SS: Fidel Bem CS: Usha Venkat

Not Present: SET: Amy Chaye Pena, Victoria Moe, Christina Horton, Sitakanta Mohanty AS: Myra Navarro SS: Lennell Clay

In attendance: Savithra Eratne, Catherine Coppersmith, Rosalind Ong

I. Call to Order:

Catherine Coppersmith called the meeting to order at 11:10 am on March 7, 2024 held in person (NAHC 218).

II. Approval of Previous Minutes:

Approved January 23, 2024 meeting minutes. Motion made Dr. Naydeen González-De Jesús and 2nd by Dr. Lovato. Motion approved by the committee.

III. Discussion On The Composition of SQEC Members: The SQEC team discussed the current members of SQEC and approved that going forward the committee would consist of the College's SET team, along with two liaisons from Student Success, two from College Services and four from Academic Success. Also discussed and approved was that the committee would also add a student liaison going forward. This Student Liaison will serve a term of one year and will be a voting member of the SQEC committee. A recommendation for the Student Liaison position will be requested from the SGA. The committee discussed and approved adding the College's Budget Officer and the Director of College Grant Development to the committee, to attend meetings as needed. Lastly, nominations of Yvonne Galindo, Office of Technology Services (College Services) and Dr. Joan Jaimes, Teaching and Learning Center (Academic Success) were given and approved by the committee to fill standing vacancies for liaisons.

IV. SQEC Charter Review: Revisions of the SQEC charter were discussed. A draft of these revisions will be available to the SQEC committee for further discussion.

V. Review of Strategic Plan/Mission Statement With New Legislation: The SQEC Committee discussed the possibility of an immediate revision of the College's Strategic Plan given new legislation. Dr. Eratne will consult with legal in regards to the need for this revision and report out to the SQEC committee on or before the next meeting scheduled for April 30th. If need be the committee will hold a separate meeting to discuss any revisions/edits that are needed.

VI. Strategic Plan Scorecard Review and Discussion: Dr. Eratne shared with the committee that due to the new legislation the scorecard was going to be revised. The revised scorecard will be discussed during a future meeting. Date: TBA

VII. Next Meeting and Adjournment:

The next meeting is Tuesday, April 30th from 2:00-3:00 p.m. and will be held in person. With no other items for discussion, the meeting adjourned at 12:00pm.

Minutes submitted by: Catherine Coppersmith

Approved by: Committee- April 30, 2024