



Business, Design & Workforce Division Meeting

Friday | February 4, 2022

12:00pm-2:00pm | Virtual Zoom

<https://smccd.zoom.us/j/81838441023?from=addon>

Agenda/Meeting Notes

Agenda Items	
1. Welcome	Hyla Lacefield
2. Announcements <ul style="list-style-type: none"> a. Early Alert Program https://www.smccd.edu/earlyalerts/ <ul style="list-style-type: none"> i. Students do not see Early Alerts, the messages go directly to the student supports ii. Faculty would like more feedback in the email responses iii. Concern about timely responses iv. Alert goes to home college, faculty concerned about support for the course if it is at another college <ul style="list-style-type: none"> 1. Net Tutor on Canvas v. Faculty not required to use Early Alert vi. Interest Area Retention Specialists <ul style="list-style-type: none"> 1. Business: Melissa Maldonado maldonadom@smccd.edu 2. Art, Design & Performance: Jaz (Jasmine) Anastacio anastacioj@smccd.edu 3. Science & Health: Gonzalo Arrizon arrizong@smccd.edu 4. Human Behavior & Culture: Diana Espinoza-Osuna espinozaosunad@smccd.edu vii. Some faculty are using Discord over Slack to communicate with students. b. Evaluations <ul style="list-style-type: none"> i. Suspended because of pandemic ii. Adjunct evaluation, coordinators will receive the list iii. Evaluation Team/Committee Division <ul style="list-style-type: none"> 1. Cannot be a chair if you will go through a comprehensive (Leonor Cabrera) 2. Standard Evaluations- Faculty will receive an email, students receive an email evaluation 	Hyla Lacefield Maira Huning Jamie Hui



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<ul style="list-style-type: none"> a. No observation or portfolio iv. Members <ul style="list-style-type: none"> 1. Chair – Paul Roscelli* 2. Sarita Santos 3. Elsa Torres 4. Ronda Chaney c. AR-VR-XR grant \$500,000 	
<ul style="list-style-type: none"> 3. Interest Area Meetings <ul style="list-style-type: none"> a. Art, Design & Performance Meetings 2/18 at 1pm (David Meckler) <ul style="list-style-type: none"> i. Faculty Lead- David Meckler ii. Canvas Page feedback iii. Success stories iv. Inventory of capstone projects/portfolio v. Discussion series vi. Faculty discussions b. Business <ul style="list-style-type: none"> i. Faculty Lead- Gampi Shankar ii. IA Business Canvas to be shared with faculty iii. Speaker series (formely funded by STEM) <ul style="list-style-type: none"> 1. Contact Rance Bobo bobor@smccd.edu iv. Goal- documented each IA ensures learning for students <ul style="list-style-type: none"> 1. Collect the artifacts, sampling 4. Hyla: pitch videos for outreach, student stories, students’ work, etc. 5. If you have a student who is interested in being a peer mentor please reachout to Melissa Maldonado maldonadom@smccd.edu 	Interest Area Leads
<ul style="list-style-type: none"> 6. Bi-Modal Teaching <ul style="list-style-type: none"> a. Google doc to share experience https://bit.ly/3J3bQTV b. Leonor: <ul style="list-style-type: none"> i. 23-103 needs written instructions on how to use the equipment/tech ii. Need help with setting up/training iii. Request peers to include pronouns in Zoom title c. Gampi: 	Hyla Lacefield



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<ul style="list-style-type: none"> i. Juggling many modalities ii. Students were excited to be back in-person iii. Need ITS on-call/site support iv. Student assistant to help manage the backend (Zoom) d. Elsa: <ul style="list-style-type: none"> i. 4-5 students showed up in-person (12 signed up for in-person) ii. Managaing virtual and in-person e. Ronda: <ul style="list-style-type: none"> i. Need support from ITS f. Sarita: <ul style="list-style-type: none"> i. Teaching and learning is a partnership ii. Students need support before they apply and enroll in classes g. David: <ul style="list-style-type: none"> i. Neat board placement ii. Tech assistant in the class has been very helpful h. How is it going so far? i. What are some of the unexpected challenges with teaching bi-modally? j. What supports would make it a better experience for the instructor? k. What supports would make it a better experience for the students? l. Perspective of the student assistants – what do you wish we’d known? m. Anything else?? 	
<p>7. Committee Reports:</p> <ul style="list-style-type: none"> a. Academic Senate b. AFT 1493 c. Cañada College Antiracism Task Force d. Classified Senate e. CSEA Chapter 33 f. Curriculum Committee g. Distance Education Advisory Committee h. Guided Pathways Steering Committee i. Instructional Planning Council j. Planning & Budget Council 	<p>Please email to Jamie Hui, huij@smccd.edu</p>



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k. Professional Development Planning Committee l. Safety Committee m. Technology Committee	
Next Division Meetings (Spring 2022): 1. 2/4/2022 2. 3/4/2022 3. 4/1/2022	

Overlapping classes- times that overlap (classes have contact hour requirements)

Cross-listed classes- section in-person/online

Academic Senate

AFT 1493

Cañada College Antiracism Task Force

Classified Senate

CSEA Chapter 33

Curriculum Committee

Distance Education Advisory Committee

Guided Pathways Steering Committee

Instructional Planning Council

Planning & Budget Council

Professional Development Planning Committee

Safety Committee

Technology Committee