

Fall English Course Offerings Meeting

The meeting focused on fall English department course offerings, with Daniela presenting three available classes: Women Writers (LIT252), Survey of Film (LIT441), and Creative Writing. Salome provided additional details about the Creative Writing class, emphasizing its low-stakes, feedback-based approach with no grades. Jinmei shared positive feedback from international students about the Film Survey class, noting that while there was an initial adjustment period due to speaking pace, students ultimately benefited significantly from the course. The meeting also discussed a schedule change for the Creative Writing class, moving it to 5 PM to better accommodate students' needs.

JobTrain Career Services Overview

Jean from JobTrain presented an overview of their organization, which provides no-cost career training and employment services across the Bay Area. JobTrain offers career centers in multiple locations and six career training programs in construction, healthcare, technology, and culinary arts. Jean emphasized their mission to help individuals gain sustainable careers and noted that many of their students eventually pursue higher education. The presentation highlighted a success story of a former medical assistant program graduate who went on to become a nurse while pursuing a biology degree.

Job Training Program Eligibility Discussion

The discussion focused on eligibility for job training programs and potential collaboration between educational and job training services. CAN-B9-FTLCL explained that while foreign high school diplomas are not directly accepted, there are processes to assess foreign education levels to meet US requirements. The conversation also explored opportunities for warm handoffs between college counseling and job training programs, particularly for students who may not be ready for college and recent graduates seeking employment. The job training programs, including medical assistant and certified nurse assistant courses, run for 11-17 weeks with various scheduling options across multiple locations.

Student Support and Safety Protocols

The meeting covered two main topics: student support services and public safety procedures. CAN-B9-FTLCL discussed accommodations for students with disabilities, including SSI benefits and training programs, and explained how public safety protocols work, emphasizing the use of the 7000 emergency line and 911 when necessary. Jason Went, the Public Safety Captain, provided guidance on handling threatening situations on campus and explained the dispatch process. The second part of the meeting focused on feedback about PEP (Priority Enrollment Program) events, with counselors discussing challenges including scheduling on Fridays and managing high student volumes. Key suggestions included avoiding Friday PEP events due to staffing challenges,

implementing QR codes for faster check-in, and separating special program presentations from main PEP events to prevent resource conflicts.

Counseling Approaches and Evaluations Review

The team discussed challenges with current counseling approaches and explored potential solutions, including revisiting group counseling at high schools and leveraging the successful Tuesday model. They reviewed the process for faculty evaluations in 2025-2026, confirming committee members and responsibilities, and identified individuals up for evaluation next year. The group noted improvements in system functionality that have facilitated better workflow management.

Academic Committee Assignments Review

The meeting focused on reviewing committee assignments and roles for the upcoming academic year. Max led discussions about faculty representation on various committees including curriculum, Academic Senate, IPC, PBC, SSPC, and technology committees. Several positions were confirmed, including Darian taking over Academic Senate from Danny, and Jinmei continuing on IPC for a second term. The group identified a need for additional counseling department representation on some committees, particularly curriculum, and agreed to follow up with interested faculty members. Max committed to sending emails to set up committee assignments before the end of the semester.

Committee Assignments and Program Reviews

The meeting covered updates on committee assignments and program reviews for the upcoming year. Nick will join the IPC committee, which meets on Fridays, and the group discussed program review responsibilities for DRC, Trio, and Welcome Center, with specific leads assigned for each. The division meetings will transition to being in-person only starting next year, with Zoom remaining available for special circumstances or guests. Mahitha announced her upcoming maternity leave for fall 2026, with Diana Espinoza providing support over the summer and Max helping determine coverage for fall. The meeting also addressed scheduling practices in SSL, emphasizing the importance of clearly denoting in-person versus remote appointments to avoid double-booking issues.

Academic Updates and Committee Reports

The meeting covered updates from various committees and departments. Academic Senate discussed upcoming elections for treasurer and vice president, while Hayla is working on bringing in a bachelor's degree in animation and multimedia. Curriculum updates included changes to GE programs and the introduction of GESI for 2026 transfers. The EAPC approved updates to land acknowledgment and scheduled their annual retreat for August 24th. Interest areas will be reorganized to align with divisions starting next year, with lead counselors and retention specialists

attending division meetings. Dr. Scott and another participant shared insights from recent conferences, including mental health support for student athletes and neurodivergent learners. The conversation ended with announcements about upcoming staffing changes, including the search for a new tenure track transfer counselor coordinator and welcome center team member.