



## PASADENA CITY COLLEGE MEETING AGENDA and NOTES

**Title of Meeting / Committee Name:** IEC General Meeting  
**Friday May 11, 2018 1:00-3:00pm Room: W101**

**Co-Chair:**  
**Crystal Kollross**

**Name of Person Taking Notes:**  
Lucky Springfield

**Co-Chair:**  
**Sonya Valentine**

### MEETING NOTES

**In Attendance:** Crystal Kollross, Sonya Valentine, Carlos Altamirano, Dice Yamaguchi, David Colley, Jason Robinson, Jude Socrates, Kimberly Shediak, Krista Goguen, Michaela Mares, Rhonda Williams, Yajaira De La Paz

**Crystal Kollross called the meeting to order at 1:13 PM.**

**I. Public Comment on Non-Agenda Items - None**

**II. Review and approval of meeting notes from April 27, 2018**

- Motion to approve: D. Colley. Second: D. Yamaguchi. Comment: K. Goguen requested a little more detail on key points of discussion in future meeting notes. Abstention: Y. De La Paz. Approved.

**III. Information Items**

**a. Leadership update**

- S. Valentine mentioned a thank you to all for coming, great progress getting through the reviews, and the committee has one more meeting this year.

**b. Team Assignments**

- 1) Facilities
  - 2) Kinesiology, VAMS
  - 3) Learning Resources
  - 4) Social Sciences
  - 5) SC&M, Library
- These five unit reviews have been submitted, yet there are six more reviews that need to be done.
  - C. Kollross will follow up with the remaining six units that were not submitted this summer.
  - Committee discussed which team was assigned to the listed five unit reviews.

**IV. Discussion and Possible Action**

**a. Office of Institutional Effectiveness Reconciliation**

- C. Altamirano presented the Office of Institutional Effectiveness reconciliation summary.

- A few key discussion points were processed, web presence, collaboration with IT, grants manager, staff training, mission, outcomes, funding, EMP, and functions area.

**b. Languages & ESL Reconciliation**

- K. Shediak presented the Languages and ESL reconciliation summary.
  - Some key points of discussion were quantitative course data, non-credit bridge, professional development, curriculum cycle, goals, mission, the number of student workers, priorities, adequate support, equity, outcomes, organization chart, summary data, tutoring services, budget affecting students success, roles of faculty retreat, part-time faculty opportunities, use of OER textbooks, Canvas use, division office interaction with their student office, and alinement with external certifications details.
- Motion to approve both the Office of Institutional Effectiveness reconciliation and the Languages & ESL reconciliation: C. Altamirano. Second: J. Robinson. Approved.

**c. AP 3251**

- Policy was initially written in 2010.
  - C. Kollross and S. Valentine shared their changes.
  - Committee and Co-chairs made edits and read over policy together.
  - AP 3251 will now go to other groups for approval.
- Motion to approve AP 3251: K. Goguen. Second: D. Colley. Approved.

**V. Announcements**

- C. Altamirano shared the President's Latino Advisory Committee 2018 Scholarship Dinner is set for Tuesday, May 22<sup>nd</sup>, at 6:30 PM in the Creveling Lounge. Buy tickets or donate online to support scholarships for students. They plan on awarding \$20,000.
- D. Colley announced Classified Senate officers sent the Board of Trustees a letter regarding the Presidential recruitment process.
- C. Kollross mentioned C. Altamirano, C. West, and D. Colley will be serving on the committee intended for creating the new presidential recruitment process.
- C. Kollross expressed appreciation to the Board of Trustees to sit down with the Management, Faculty, Students, and the Classified staff to develop a new process in selecting a Superintendent-President. Many thanks to Dr. Vurdien for staying another six months.
- C. Altamirano asked all to come to the Pathways Spring Student Poster Conference on Thursday, May 24<sup>th</sup>, 12 PM-1 PM in the Quad. They need judges, please contact Shelagh Rose.
- K. Goguen shared the Library is hosting a poster making party before the posters are due.
- Y. De La Paz announced the following; LGBTQ and Career Panel of Professionals will take place Monday, May 14<sup>th</sup>, 12 PM-1 PM in the Creveling Lounge.



Undocumented Career Panel of Professionals on Tuesday, May 15<sup>th</sup>, 12 PM-1 PM in the Creveling Lounge. Job and Career Fair on May 22<sup>nd</sup>, 9:30 AM-1 PM in the Quad. The 6th Annual Safe Zones Awards Ceremony is Thursday, May 24<sup>th</sup>, 12 PM-1:30 PM, Jo Buczko and Raquel Torres-Retana have been selected as the recipients.

**VI. Adjournment at 2:25 PM.**

- Motion to approve: C. Altamirano. Second: S. Valentine. Approved.