

**Strategic Planning Subcommittee
Meeting Agenda
February 6, 2023
1:40pm – Zoom (details in the calendar invite and below)**

1. Approval of minutes
2. Assessment Update – Dyanna Pooley
3. Academic Space Update – Kim Chandler
4. Preview and Discussion of Middle States Briefing Document (attached) – Allison Pease

**Strategic Planning Subcommittee
Minutes
February 6, 2023
1:40-2:50pm**

Present: Allison Pease (*Chair*), Cat Alves, Ric Anzaldúa, Shu-Yuan Cheng, Mark Flower, Robert Garot, Heath Grant, Karen Kaplowitz, Evan Mandery, Dyanna Pooley, Nancy Velazquez-Torres, and Alison Orlando (*recorder*)

Guests: Hungde Chan, Kinya Chandler, and Brian Kerr

1. **Approval of minutes from November 29, 2022.** The minutes were approved as proposed.
2. **Assessment Update.** Dyanna P. started by talking about the AES assessment update reports that were due by February 1. She explained that we are still waiting for the majority of AES units to submit these reports. She has contacted the units who have not submitted their update reports but she also asked the Vice Presidents to reach out to those with outstanding reports within their divisions as well. Dyanna P. moved on to speak about the Quantitative Reasoning (QR) and Quantitative Literacy (QL) Initiative that she is working on alongside Andrew Sidman, Wynne Ferdinand, Bryce Tolbert, Karina Castro-Gonzalez and Alvin Estrada. She explained that the initial step of the initiative is to gather feedback about the assessment of QR/QL through questionnaires and open forums. This will lead to the development of rubrics and the assessment of QR/QL skills in the curriculum by Spring 2024. Dyanna P. explained that this is a multi-year project and the first of five skills that will go through this process. Dyanna P. then discussed other assessment projects she is working on including examining the colleges assessment framework, an assessment data project, assessment work with EMSA, and an electronic form for AES assessment reports.
3. **Academic Space Update.** Kim C. gave an update on academic space. She said that she has recently met with Barbara Spandorf, Anthony Bracco, Sara Cuya, and Debra Hairston to go through the floor plans of each building. They were able to look at a model of what space will become available with ACE moving into the old Finance & Administration suite on the 9th floor of the New Building. Moving forward, she is going to begin having conversations with departments on possible moves at the PAC meeting on February 28 to allow 96-97% of our full-time faculty to have their own offices.
4. **Preview and Discussion of Middle States Briefing Document.** Allison P. shared a draft version of the Middle States Briefing Document and went over the contents of the document. She then explained the importance of having the college community on campus during the Middle States visit on March 13-15 as the visiting team may request to meet with certain individuals. She said that this messaging will go out to the college community when the final version of the briefing book is distributed. Allison P. then opened the floor for feedback on the briefing book and ideas on possible ways to prepare the college community for the visit. Karen K. reiterated that the message to be on campus should go out as soon as possible. Alison O. asked if there will be an informational session on Middle States to give the college community the opportunity to ask questions about the process such as a town hall. Dyanna P. suggested having an open forum, and Allison P. agreed. Nancy V. inquired if the student government is educating students about the visit. Allison P. said that she will contact them to talk about this. Dyanna P. also talked about different ways to get messaging out around campus. The meeting was adjourned.