

# GI 2025 Steering Committee Meeting Minutes

Location: AD-103  
Date: May 8, 2017  
Time: 11:30 a.m.-1 p.m.  
Attendees: Brian Haynes, Shari McMahan, Muriel Lopez-Wagner, Karen Kolehmainen, Ryan Keating, Davida Fischman, Olivia Rosas, Alysson Satterlund, Doug Freer, Ron Fremont, Samuel Sudhakar, Sandy Bennett

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Updates were provided by each of the subcommittee chairs and a discussion followed.

## **1. Progressive Pedagogy / Chair Davida Fischman**

- The subcommittee is working with Kim Costino and IQC to increase offerings as well as wider and more entry points for students. Upcoming institutes and faculty learning communities center around student engagement, GE (e.g. writing across the disciplines, GE pathways), and a variety of high-impact practices. Common threads in ongoing faculty learning communities (FLCs) include incorporating assessment into program design, avoiding programmatic bottlenecks, and placing student needs at the heart of instruction.
- A three-day institute for teaching assistants and part-time faculty in the Mathematics Department will be held this summer. These faculty teach primarily developmental and GE mathematics. Programming will center on ways students learn, high-impact strategies, and pedagogy for developing ways of thinking and doing mathematics.
- There has been some discussion that we need to find ways to assure faculty that it is safe to explore and try new ways of teaching, so as not to affect their RPT process adversely.

## **2. Rapid Data Analytics / Co-Chairs Muriel Lopez-Wagner and Samuel Sudhakar**

- The subcommittee met on April 14 and came up with metrics for areas to track

moving forward. Proposed metrics tracking includes: total enrollment, total faculty and total staff (so we can be mindful of the balance); summer enrollment by cohort; four-year and two-year pledge.

- Additional research as suggested by Faculty Senate has been incorporated in the GI2025 report. Data fellows may be the solution.
- It was suggested to send quarterly metrics report to faculty/staff.
- Golden Four courses (oral communication, written communication, critical thinking, and mathematics/quantitative reasoning) should be completed before a student begins their third year. Action Item: Talk with chairs and transitional leaders to find out what's causing bottlenecks.
- Action Item: Provost McMahan to forward a copy of the Chancellor's Report, "GI 2025 Campus Plans Update," to steering committee members.

### **3. Informed Enrollment Management / Co-Chairs Rachel Beech and Olivia Rosas**

- The subcommittee had its first meeting in April and will continue to meet on a monthly basis; the next meeting is scheduled for May 19.
- The team looked at enrollment for fall 2017 and at the registration process. A large number of priority one registrations were found. The committee will work with the Procedures and Policies Subcommittee to examine and revise priority one registrations. As a part of this process, they will look at other campus models.
- It would be helpful to know students' class preferences and the classes they wish to take during the next four years. Coyote Planner is currently piloting a similar program.
- Roadmaps are needed for each major.
- A closer connection between the Career Center and faculty is needed. Action Item: Invite a representative from the Career Center to present at the Dean's Council meeting then to Faculty Senate.
- Ways to support students whose circumstances aren't in our control include:
  - Change mentality to 4 years to graduate.
  - Offer weekend classes (both Saturday and Sunday); past surveys have shown interest among both faculty and students.
  - Look at the number of attempts by students who try to get into "full" classes.

### **4. Nurturing Student Engagement & Advising / Chair Alysson Satterlund**

- The group met in April and plan to meet on a monthly basis. The subcommittee will work with on-campus and off-campus subject matter experts between now and through the summer. A proposed calendar that includes a list of research-driven experts and recommendations for our campus based on their expertise is being compiled.
- Advising models/resources will be provided for each college.

- Diane Podolske will be added to the subcommittee. Per a recommendation from Provost McMahan, VP Haynes, and AVP Satterlund, the incoming Dean of Undergraduate Studies will serve as the co-chair of this committee.

#### **5. Transparent Policies and Procedures / Co-Chair Ryan Keating**

- The subcommittee met at the beginning of April. Points of conversation included: excessive major changes; time point for students to decide on a major (many CSUs require a major be declared at 45 quarter units; the group is leaning towards 90 units, at this time); repeat courses; and changes in minors. Two signatures, the department chair and advisor, are required for minor changes.
- Policies are not designed to restrict students but to help students stay on track and to allow for intervention as needed.
- The appropriate channel for implementation (e.g. administration level or faculty senate level) is being examined. A meeting with Mary Boland is scheduled for May 15 to determine appropriate route.
- The \$25 grad check fee in some instances has been an obstacle for students. Discussions are underway about other time points that this fee could be collected (e.g. include with fees collected during registration).
- VP Sudhakar and team are working with the Office of the Registrar to completely automate the graduation check process.
- Students are most responsive to messages received via Paws and Blackboard as opposed to email and text messages. Social media is also a good option for reminders on next steps.
- Messages to chairs to be developed, to remind them when a course is full that funds are available to open courses.

The next GI Steering Committee meeting will take place on Monday, June 12 from 11:30 a.m.-1 p.m. in AD-103.