

Campus Collaboration Team

Meeting Notes

May 2, 2023

Co-Chairs of the Campus Collaboration Team (CCT) welcomed members of the team to our monthly meeting. The notes for the April 4th, 2023 meeting were approved by the committee.

1. Including and Supporting Students in Committees

The committee welcomed Joe Carrithers, the Faculty Advisor to Associated Students (AS), to discuss the participation of students in shared governance committees. The first issue in meeting committee demands is the number of student representatives; the max number of AS participants is about 39, and there are currently 12 in place for the fall term. He estimated that there are about 50 spots available in all committees, which means there are major challenges in meeting demand.

In selecting committees, Joe noted that students first couple of question tend to be about when committee's meet, and the modality (Zoom/In Person). In many instances, students are unaware of what the committee's mission/activities are and suggested it would be helpful for chairs to come to an AS meeting, explain what their committees do, share the times/days it meets, and make a pitch for their participation.

Of note, the requirements for students in committees is just that they are enrolled in 5 units and have a 2.0 GPA. Students do not need to be in AS to join a committee. They just need to fill out the form on the AS website. Participation in committees, just like participation in AS, tends to be a by product of "word of mouth" recruiting; students sharing to other students because they should do it.

The committee discussed some ideas to help improve participation by students in committees, including:

- Guided Program for Committees; a survey/form with questions about interest that then lets you know which committees would be best.
- SEAC could take an active role in recruiting and onboarding, considering many disproportionately impacted groups would be likely to not participate or feel comfortable.
- Add advertising for AS in President's Weekly
- Make sure committees keep public information up to date.
- Chairs could identify a "buddy"/mentor for students in committees to help provide one-on-one guidance to students participating.
 - Chairs could end meetings early (15 minutes) to provide time for students to meet with buddy/mentor to de-brief.

2. Committee Websites

Daniel Berumen shared a message from Jennifer Combs indicating that she met with President Olivo about the need for more support for committee chairs in updating their webpages with committee information. President Olivo indicated that support staff will be assigned to work with the Office of

Institutional Effectiveness and Campus Communications, to be the point-person for committee websites. This includes making sure agendas and meeting notes/minutes are collected and published regularly. Daniel Berumen took the moment to remind chairs that they must also complete an annual report that must be shared with Faculty Senate, Presidents Advisory Council, or both, depending on each committee's reporting structure.

3. Guided Pathways Survey

In a follow-up to a topic from the April meeting, Matt Taylor shared that a survey will be sent to program leads to help collect information that will be used in Guided Pathways' reporting to the state.