



Business, Design & Workforce Division Meeting

Monday | August 15, 2022

3:30pm-4:30pm | Virtual Zoom

<https://smccd.zoom.us/j/81838441023?from=addon>

Agenda/Meeting Notes

<p>Agenda Items</p> <p>Zoom link: https://smccd.zoom.us/j/81986108188?from=addon</p> <p>Meeting ID: 819 8610 8188</p>	
<p>1. Welcome (3:30pm)</p> <ul style="list-style-type: none"> • <i>New FT faculty:</i> <ul style="list-style-type: none"> ▪ Kristina Brower – Education & Human Development ▪ Emanuela Quaglia – Digital Art & Animation • Chialin Hsieh- Interim Vice President of Instruction • Kim Lopez- President • Julian Branch- Director Workforce Development <ul style="list-style-type: none"> ▪ Increase apprenticeship ▪ Contact Julian if interested in teaching a class at Menlo Park- JobTrain • Karen Engel and Alex Claxton- PRIE • Ron Andrade- Director of Student Support (Learning Center and Guided Pathways) <ul style="list-style-type: none"> ▪ Looking for tutors- need faculty recommendation ▪ Connect with Julian Taylor- Tutor Coordinator ▪ LCTR 100 required for student tutor to take, it is a certification and will show on their transcript ▪ In the classroom- embedded tutors ▪ Looking for classes with high rates of Ds, Fs, Ws (where students are having difficulties) ▪ Become a Tutor https://canadacollege.edu/learningcenter/becomeatutor.php • Manuel Pérez- Vice President of Student Services <ul style="list-style-type: none"> ▪ Expanded staff in Promise, Admissions & Records, Welcome ▪ Mural addition to the campus • Alex Jones- Cooperative Education and Apprenticeship (interim) 	<p>Hyla Lacefield</p>
<p>2. Announcements Updates</p> <p>a. Tenure Committees</p> <p>i. Kristina Brower</p>	<p>Hyla Lacefield</p>

<ul style="list-style-type: none"> 1. Sarita Santos- Chair 2. Lezlee Ware 3. Alicia Aguirre 4. Paula Naas- Chair 5. Diana Bennett 6. Ronda Chaney <ul style="list-style-type: none"> ii. Other tenure committees stay the same <p>b. Need a Academic Senate Representative from BDW</p> <ul style="list-style-type: none"> i. Faculty voice ii. Needs to be tenured faculty member <p>c. Chancellor hiring committee</p> <p>d. <u>NEW! Foster Youth Statement:</u> Cañada College offers assistance to support students who identify as current or former foster youth. For more information please feel free to reach out to our Cañada College Foster Youth Liaison, Jilian Gómez, at gomezjilian@smccd.edu, 650-381-3553, or visit https://canadacollege.edu/fysi/index.php</p>	
<p>3. Library Supports (3:40pm-3:50pm)</p> <ul style="list-style-type: none"> a. Library hours <ul style="list-style-type: none"> Mon. - Thurs.: 8am to 8pm Fri.: 8am to 3pm Sat.: 10am to 2pm b. New website this Wednesday https://canadacollege.edu/library/ c. For faculty and staff https://canadacollege.edu/library/forfaculty.php d. Students do not need library card e. Technology- 3 months to borrow and have to come back to campus to update/return 	Diana Tedone
<p>4. CTE Mid-Cycle Program Review Questions (3:50pm-4:00pm)</p> <ul style="list-style-type: none"> a. Program Review background: In Spring of 2020, Academic Senate approved shifting CTE programs to a four-year review cycle with a mid-cycle update in year two b. We are looking for preferably at least two CTE faculty to help Academic Senate develop questions for the new CTE Mid-Cycle update. The goal is to create a set of questions that will be informative for CTE programs while also more streamlined than the regular program review questions. The goal is to complete the mid-cycle questions by the end of the Fall 2022 semester so that they can be incorporated into first round of mid-cycle updates in Fall 2023. c. Request more than \$100.00 submit Resource Request d. Brown Act- certain committees will have to be in person to vote once COVID winds down 	David Eck
<p>5. Building 13 updates</p> <ul style="list-style-type: none"> a. Structure will be complete by end of Fall 2022 b. Cisco routers are delayed and no Spring 2023 classes yet (Pack in Spring 2023 and move in Summer) 	Hyla Lacefield

<p>6. Transportation update (Shuttle/Lyft)</p> <ul style="list-style-type: none"> a. Two transportation options <ul style="list-style-type: none"> i. Shuttle now has request form https://canadacollege.edu/shuttle/ ii. Lyft https://canadacollege.edu/lyft/ 	<p>Hyla Lacefield</p>
<p>7. Committee Reports:</p> <ul style="list-style-type: none"> a. Academic Senate b. AFT 1493 c. Cañada College Antiracism Task Force d. Classified Senate e. CSEA Chapter 33 f. Curriculum Committee g. Distance Education Advisory Committee h. Guided Pathways Steering Committee i. Instructional Planning Council j. Planning & Budget Council k. Professional Development Planning Committee l. Safety Committee m. Technology Committee 	<p>Please email to Jamie Hui, huij@smccd.edu</p>
<p>Next Division Meetings (Fall 2022):</p> <ul style="list-style-type: none"> 1. FLEX: August 15, 2022 2. Friday, September 9, 2022 12-2pm 3. Friday, October 7, 2022 12-2pm 4. FLEX: October 12 2022 5. Friday, November 4, 2022 12-2pm 6. Friday, December 2, 2022 12-2pm 	