

Expanded Instruction
Leadership Team
Agenda
November 10, 2022
11:00a – 1:00p
Heritage Hall

X	Kelly Fowler, Chair	X	Joe Jennum		Expanded Instruction Team	
X	Sam Agdasi	X	Tammy Knott-Silva	X	Kristina Alvarado	Lesley Johnson
X	Fawaz Al-Malood	X	Tami Pearson	X	Liza Becker	Diana Lupercio
X	Denise Bailey	X	Sarah Plesetz	X	Nicole Blean	Sage Overoye
		X	Patty Quinones	X	John Cardenas	Trista Payte
X	Meghan Chen	X	Sylvia Ruano		Bruce Carleton	Adrienne Price
X	Jennifer Galbraith	X	Romelia Salinas		Michael Carr	Heather Rookhuyzen
X	Lianne Greenlee	X	Michelle Sampat	X	Katie Datko	Dejah Swingle
X	Lance Heard	X	John Vitullo		Jody Fernando	Kashima Samuels
X	Karelyn Hoover			X	Kata Gyurindak	Francisco Dorame, SS Rep.
				X	Marlyn Holt	Malia Flood, SS Rep.
	Laura Martinez, Recorder					

	Topic	Updates/Discussion	Outcome/Action
1.	Welcome	<ul style="list-style-type: none"> Team introductions 	<ul style="list-style-type: none">
2.	DEISA Update	<ul style="list-style-type: none"> Kelly talked about the work ILT has done to focus on DEISA. <ul style="list-style-type: none"> Focus on how to help students, instruction, and support the DEISA work across campus. Would like to meet once a month, in person, which will allow a dive into DEISA work that has been started across ILT. Be compassionate of each other and yourself – we will stumble in this work, but we learn how to empower each other and our students ILT does a lot of dialogue, learning and action. How do we take this work beyond the walls we are in – this is the action part. Some work is formal and some informal. 	
3.	Department Report Outs – 5 minutes each – Optional – PPTs and/or handouts <ul style="list-style-type: none"> ACCESS – Malia Flood Adult Basic Education – <i>No Report</i> ASAC – Kristina Alvarado and John Cardenas Counseling – Francisco Dorame 	<ul style="list-style-type: none"> 	

	Topic	Updates/Discussion	Outcome/Action
	<ul style="list-style-type: none"> Distance Learning – Katie Datko Dual Enrollment – Marlyn Holt Education for Older Adults & Adults with Disabilities – Sage Overoye ESL – Liza Becker and Kata Gyurindak Farm – <i>No Report</i> Grants – Adrienne Price Honors – Kashima Samuels Information Technology – <i>No Report</i> Perkins/SWP – Dejah Swingle Planetarium – <i>No Report</i> Short Term Vocation – Diana Lupercio Writing Center – Trista Payte and Nicole Blean 		
4.	Future Meetings – May 4, 2023	•	
Parking lot:			

Instruction Leadership Team
Agenda
March 1, 2023
9:30a – 1:00p
Heritage Hall

<i>Expanded Instruction Team</i>			
Kelly Fowler, Chair	Tammy Knott-Silva	Kristina Alvarado	Lesley Johnson
Sam Agdasi	Tami Pearson	Liza Becker	Diana Lupercio
Fawaz Al-Malood	Sarah Plesetz	Nicole Blean	Sage Overoye
Denise Bailey	Patty Quinones	John Cardenas	Trysta Payte
Meghan Chen	Sylvia Ruano	Bruce Carleton	Adrienne Price
Jennifer Galbraith	Romelia Salinas	Michael Carr	Heather Rookhuyzen
Lianne Greenlee	Michelle Sampat	Katie Datko	Dejah Swingle
Lance Heard	Dejah Swingle	Jody Fernando	Francisco Dorame, SS Rep.
Karelyn Hoover	John Vitullo	Kata Gyurindak	Malia Flood, SS Rep.
Joe Jennum		Marlyn Holt	
Laura Martinez, Recorder			

	Topic	Updates/Discussion	Outcome/Action
1.	Welcome	•	Outstanding Operational Items <ul style="list-style-type: none"> • ASAP Update – schedule date • AP 4020 • Chrome River • Field Trips
2.	Student Services Partners at 9:30am	•	
3.	DEISAA: <i>Let's Talk about Race</i> (ILT Study Session 3/14-15 at Heritage Hall)	•	
4.	Reminder to view and comment on President Forum Videos and VPSS Forum Videos (Question submission form) (forum is during our Study Session)	•	
5.	Lateral Update	•	
6.	Department Chair Meeting debrief and next steps	•	

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7.	Spring Enrollment Update a. Financial Aid Fraud	•	
8.	Summer 2023 and Fall 2023 Schedule Development	•	
9.	Waitlist Work Group	•	
10.	Budget Reminders	•	
11.	Board Meeting (3/8) Board Study Session Topics (3/18)	•	
12.	Construction Projects a. Old Gym b. Restrooms	•	
13.	Inactivating courses that are not offered in two years (without a rationale to extend them for a 3 rd year)	•	
14.	Negotiation Updates: Faculty – Tami, Tammy, John CSEA 262 – Jennifer CSEA 651 - Sarah	•	
15.	Other items?	•	

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16.	Around the table...	•	
17.	<p>Reminder</p> <p>ILT Processes & Practices</p> <p>a. First week of EVERY semester – logistics</p> <p>b. Pre-approval of time off</p> <p>i. If dean who is acting dean</p> <p>c. Sick notification</p> <p>i. Email/text Kelly, Laura, and your staff</p> <p>d. Discussions with Dr. Scroggins, FA, and/or AS</p> <p>i. Circle back to Kelly with topic of discussion (preferably before) or after if not able to give advance notification.</p> <p>e. Confidentiality of ILT meetings</p> <p>f. Conference attendance</p> <p>i. If a dean, prior to the conference, notify Kelly (copy Laura) that you would like to attend.</p> <p>ii. Provide a rationale if you would like both the dean and a/d to attend</p> <p>g. Teams</p> <p>i. Is everyone using?</p> <p>ii. Transition <u>some</u> Operational Items to dedicated Teams channel?</p> <p>Other suggestions for ways to enhance communication on topics that are relevant to division offices.</p>	•	
18.	<p>Thanks for the Feedback Chapter Assignments:</p> <p>a. ILT approach</p> <p>b. Chapter 1: Sarah, John, Patty, Romelia</p> <p>c. Chapter 2: Lianne, Lance, Sam, and Denise</p> <p>d. Chapter 3: Fawaz, Tami, and Karelyn</p> <p>e. Chapter 4: Sylvia, Jennifer, and Tammy KS</p> <p>f. Chapter 5: Meghan, Michelle, and Joe</p> <p>g. Chapter 6: Sarah, John, Patty, Romelia</p>	•	

	Topic	Updates/Discussion	Outcome/Action
	<ul style="list-style-type: none"> h. Chapter 7: Lianne, Lance, Sam, and Denise i. Chapter 8: Fawaz, Tami, and Karelyn j. Chapter 9: Sylvia, Jennifer, and Tammy KS k. Chapter 10: Meghan, Michelle, and Joe l. Chapter 11: Sarah, John, Patty, Romelia m. Chapter 12: Lianne, Lance, Sam, and Denise n. Chapter 13: Fawaz, Tami, and Karelyn 		