



AGENDA

GAVILAN COLLEGE – STEM CENTER EDUCATIONAL MASTER PLAN TASKFORCE

Thursday, May 2, 2023; 2:00-3:00 PM

ZOOM: <https://us02web.zoom.us/j/81146065899?pwd=QWMyTWdPVkRVWnpjZDJuazRWMUwvQT09>

Taskforce Members: Dean Jennifer Nari, Dr. Renee Craig-Marius, David Argudo, Esteban Talavera, Rachel Moller, Vania Parakati, Victoria Masey, Patrick Yuh, Marla Dresch, Maria Quist-Shorey, Kyle Billups, Eddy Medal, Lelannie Mann, Rey Morales, Erik Medina, Alex Stoykov, Joseph Carey, McCay Rhodebeck

Consultants: Katie Brewer (Volz Company), Mike Loganbill (Volz Company), Diane White (Integrated Academic Solutions), Dr. Sally Montemayor Lenz (Integrated Academic Solutions)

Documents for Review: 1) Gavilan STEM Center EMP Workplan and Timeline; 3) Gavilan STEM Center Student Focus Group Questions (Draft) [in development]

Item	Presenter	Time	Outcome(s)
Welcome and Agenda Overview	Katie Brewer (Volz) and Diane White (IAS)	2:00-2:05 PM	Consensus on meeting agenda items.
Review of Project Workplan and Timeline Status and Key Dates	Diane White	2:05-2:10 PM	Understanding of project status and key dates.
Student Focus Groups: Areas of Inquiry; Recruitment	Diane White and Dr. Montemayor Lenz	2:10-2:20 PM	Consensus regarding areas of inquiry, lines of questioning for Student Focus Groups, and strategies for recruiting student participants.
Overview: STEM Faculty and Classified Professional Focus Group (May 11)	Diane White and Dr. Montemayor Lenz	2:20-2:25 PM	Understanding of format and lines of inquiry for STEM Faculty and Staff Focus Group #1.
External Stakeholder Survey: Participants; Areas of Inquiry; Outreach; Timeline	Diane White and Dr. Montemayor Lenz	2:25-2:45 PM	Consensus regarding external stakeholder survey participants, areas of inquiry, strategies for outreach, and survey timeline.
Environmental Scan Overview	Diane White and Dr. Montemayor Lenz	2:45-2:55 PM	Understanding of data to be analyzed and included in the Data Portfolio.

Next Steps	Katie Brewer (Volz), Diane White (IAS), Jennifer Nari (Dean)	2:55-3:00 PM	<ul style="list-style-type: none"> <li>• Student Focus Groups (May 10, 15, 16) - recruitment and outreach.</li> <li>• Faculty and Classified Professional Focus Group (May 11).</li> <li>• External Stakeholders Survey – <b>Please send survey participant information and suggested survey to Jennifer Nari by Friday, May 5<sup>th</sup>.</b></li> <li>• <b>Next Taskforce Meeting: TBD</b> <ul style="list-style-type: none"> <li>○ <b>Overview of Survey Results</b></li> <li>○ <b>Focus Group Findings (Student; Faculty and Classified Professionals)</b></li> </ul> </li> </ul>
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