

University of San Francisco

School of Management

SPC Committee Meeting Summary

Date:	11/30/2021	Start Time:	1:00 PM	End Time:	2:00 PM	Location:	Zoom
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Attendance

Michelle Millar, Tatiana Fedyk, Morgan Maich, Deniz Bahar, Johnathan Cromwell, Simone Jordan, Janice Chuakay, Kourosh Dadgar, Zach Burns, Richard Gregory Johnson III, Elizabeth Lagran (Note-taker)

Guests: Student Advisory Board Members: Tina Zamora, Esha Seth, Praise Kalayanamit, Anson Tan

Agenda

- Hello's and check-in
- Work in teams re-team initiatives
 - a. Report back to larger group re plans for moving forward
- Review and approve Nov 2 meeting minutes
- Last meeting of the semester, Dec 14

Decisions Made & Policies Approved

- Nov 2 Meeting Minutes approved (in favor by all SPC members)
- After listening to reports from the SPC working groups on the main six objectives, a decision was made to keep working in focus groups with additional focus on objectives that are still in early-stage development.

Actions Items to be addressed after the meeting

- Working groups for each initiative will continue to identify short-term to medium-term goals and provide updates on development.
- Every initiative team will coordinate to work together to develop and create action plans.
 - Ideas on faculty, students, and other stakeholders' involvement, and how to keep them participating.
- Update the initiatives spreadsheet for any developments.
- Add any suggested changes to existing or new initiatives to the notes.
- Learn how to make changes and additions to the current SP.

Proceedings:

Moving forward with the strategic initiatives

- Discussed proposed steps on how to get continuous feedback from students on tracking learning competencies.
 - Suggested:
 - Create a template for mid-semester surveys to be (voluntarily) used by faculty to collect feedback from students and improve teaching practices
 - The time frame on when the survey can go out for mid-semester reports
 - Suggestion from students: Faculty can allocate time during the class for the students to fill out the survey to be mindful of students' time, and to get more responses.
- Keep in mind that for the process of making changes to collecting teaching feedback we have to adhere to the CBA (Collecting Bargaining Agreement) guidelines.
- Inviting faculty colleagues to visit in the class.
- Students from the advisory board volunteered to participate in strategic objective 6.

Any Other Business

- December 14, 2021, last meeting for the Fall semester.