

Student Feedback Committee

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Students Feedback Committee | Committee Meeting Minutes | April 26, 2021 at 4:00 PM

Chair: Esha Dadbhawala | Contact: eshadadbhawala@gmail.com / dasbstudentfeedback@fhda.edu

NOTICE IS HEREBY GIVEN that the Student Feedback Committee will hold a **Student Rights and Services meeting** on **04/26/21 at 4:00 PM**. The Student Feedback Committee reserves the right to suspend the orders of the day if necessary to conduct business. All Student Feedback Committee meetings are held in locations that are wheelchair accessible. Other disability-related accommodations will be provided to persons with disabilities upon request. Persons requesting such accommodations should notify the De Anza Associated Student Body President, Katelyn Pan at DASBPresident@fhda.edu, no less than five working days prior to the meeting. In addition, please contact the Student Feedback Committee Chair for any agenda related questions at eshadadbhawala@gmail.com.

***Information about wheelchair accessibility was for when Student Feedback Committee meetings were in person. This spring, all meetings will be held online through Zoom.**

Join Zoom Meeting

<https://fhda-edu.zoom.us/j/94266169226?pwd=NjNFVG1ka1c2eVFTOEJwMDdNUntUT09>

Meeting ID: 942 6616 9226

Passcode: 331279

I. STANDING ITEMS

A. Call to Order

a. Esha called at 4:02 PM

B. Roll Call

Position	Name	Present	Absent	Late	Excused
Chair	Esha Dadbhawala	X			
Vice Chair					
Student Grievance					

Director					
Senator	Luiza Eloy	X			
Senator	Yuetong Zhang				X
Senator	Matt Holt			X (4:09 pm)	
Senator	Kimberly Lam	X			
Senator	Sunnie Chen	X			

Guests:

II. BUSINESS ITEMS

**A. Vice Chair and Student Grievance Director Elections
(Committee | 10 minutes)**

Discussion

This item is to nominate and vote on Vice Chair and Student Grievance Director Elections.

- Esha nominated Luiza for vice-chair and sunnie for student grievance director.
- Esha asked members of this committee to raise hands if they are in favor of Luiza being the Vice-Chair.
- Esha asked members of this committee to raise hands if they are in favor for Sunnie being the Student Grievance Director.
- No objections.

**B. Grievance Director/Concerns Director Condensing
(Committee | 20 minutes)**

Information/Discussion

This item is to decide on a way to collapse SF’s day to day responsibilities in maintaining grievances and concerns with SRS responsibilities in the same area, and brainstorm ideas for publicizing the form.

- Esha states that we can start advertising and sending emails to classes, organizations and so on
- Sunnie shares that there’s 3 different forms
 - Check in form: not ot fill the complaints; just for resources

- Quarterly
 - Fill in the beginning of the quarter
 - Actual Complaint form: grievances and complaints.
 - https://docs.google.com/forms/d/e/1FAIpQLSflvxAL2ZFCkxeqDUjx5jiSLXzdSAg4CVekeWN_RQ-LMgdE-A/viewform (NOT PUBLIC)
 - 3rd: no one has access to
 - <https://www.deanza.edu/dasg/comments.html>
- Sunnie mentioned she shared an idea she had about keeping the form (grievance) and using office hours to answer student's questions (minutes from last week).
- Esha mentioned we will have an advisor for next quarter.

C. Academic Concerns Panel

(Committee | 15 mins)

Discussion/Action

This item is to finalize ideas for a grievance panel event in which students are given direct contact with deans, facilitated by SF.

- Panel : 3rd week of May
- Esha feels unsure about organizing it in 3 weeks
- Kimberly would like to invite deans, senior staff, professors, faculty so students could ask questions or address concerns
- Esha asks how members feel about the panel being either Sync or Async
 - Kimberly worries about senior staff not committing to address the issues stated by students.
- Kimberly suggest we don't invite all Deans, only those that students have mentioned problems
 - Suggests looking at the form - complaint
- Esha suggest a Dean's office hours so students can come and talk to them; organized by DASG

D. Student Feedback Taskforce

(Committee | 20 mins)

Discussion/Action

This item is to debrief the AS presentation and the ASFC meeting, and decide on next steps.

- Esha mentions Karen's reply email in regards to the next steps on the Student Feedback Project

- Karens stated that the next step would be forming a task force with students + staff
- Esha mentioned she would like to schedule a meeting with Karen to discuss next steps; specific goals
- Luiza shared that we could ask about the shape of this taskforce, what SG should reach out, how many students and so on.
- Esha would prefer to not have DASG Senators
- Matt feels we should ask about the campus facilities and if we need to reach out to them to include more staff
- Kimberly feels we need faculty that are experienced rather than quantitative.
- Esha feels the number of staff should not outnumber students.
- Sunnie shared she will send the grievances policies in the facebook group chat.

III. ENDING ITEMS

IV. COMMUNICATIONS FROM THE FLOOR

This time is reserved for any Committee Members to make announcements on items not on the agenda. A time limit of two (2) minutes per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.

No communications

V. PUBLIC COMMENT

This segment of the meeting is reserved for persons desiring to address the DASB Student Feedback Committee on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The DASB Student Feedback Committee may briefly respond to statements made or questions posed. (California Government Code §54954.3)

VI. ADJOURNMENT

Esha adjourned this meeting at 4:33 PM