

Meeting Minutes

March 18, 2011, 10 am, PDC 104

Members Present

Charlie Ng, Glen Kuck, Keith Wurtz, Laura Gowen

Welcome & Introductions

Charlie opened the meeting. No introductions were necessary.

Approval of Minutes

The minutes of the March 4, 2011 meeting were approved.

Membership

The question of committee membership continuity was brought up. The membership term for the committee is two years, however there is no limits on number of terms to be served. This item will be added to the April 29, 2011 agenda.

District Plan Contents Revision

The committee reviewed and accepted the following revisions to the Plan.

- Preamble (page 3) under *Background and Process*:
 - Changed "18 members" to "members".
 - Changed "have been developing" to "have developed"
 - Changed "will refine" to "refined".
 - Charlie will research whether or not the committee reviewed 2010-11 Board Imperatives & Goals; if yes, this will be noted under sources of information. (*Note: The sources of information table remains the same; 2009-10 Board Imperatives and Institutional Goals have not been revised.*)
- Preamble (page 4) under *Evaluation and Revision of the Plan, Schedule*:
 - Changed "will take" to "took".
 - Add sentence to address inclusion of KVCR and EDCT. (*Note: Glen Kuck provided the following verbiage shortly after the meeting. "In the Fall of 2010, a subcommittee was established to incorporate KVCR and EDCT into the DSP."*)
 - Changed "Fall 2013" to "Fall 2014".
- District and College Foundational Statements (pages 7-8) stays as is.
- Consolidated Report of Strategic Issues: Highlights & Implications (page 15):
 - It was decided that this section would be reformatted to show the Highlights and Implications for each topic on the same page.
 - Keith had some thoughts about the *Pedagogical Innovations, Accountability, and Learning Outcomes -- Highlights* (page 15), and advised he would talk with Cheryl Marshall, since this

section was assigned to her for review. The committee did decide to remove the acronym "SCANS" and replace it with "foundational skills" throughout the Plan.

- Under *Financial Aid* (page 17), Laura Gowen and Keith Wurtz will work with their respective Financial Aid Coordinators and each other to determine if these sections need to be revised.
- Under *Pedagogical Innovations, Accountability, and Learning Outcomes – Implications* (page 19), change number 6. from "Students sometimes feel underprepared" to "Most students enter the colleges underprepared".
- Under *Private Support for Education, Including Grant Opportunities* (page 19), 1.a. was changed from "Grant Coordination Committee" to "grant coordination", to reflect the decisions made at the 3/4/11 meeting regarding objective 3.1.2.

- Major Planning Assumptions (page 21):

The committee entertained a suggestion from Alisa Moore to add the words "work force development and community enrichment" to planning assumption 1. After some discussion, it was decided that planning assumption 1. would remain as is.

- A Brief Introduction to Planning Terminology (page 22) to remain the same.

- Glossary (page 72)

- It was decided that Keith would provide a definition for the term, "Foundational Skills" and this would be added to the glossary.

Review Other Progress Reports

- Glen Kuck presented a report from the DETS Executive Committee.

- Jack Miyamoto will provide a revised Staffing Plan from Human Resources within 1-2 weeks.

- Charlie Ng advised that the Budget Committee has initially recommended keeping objective 3.1.2. in the Plan even though the Resource Allocation Model has already been developed and the Budget Committee has a charge to review and revise it annually. Charlie will introduce the recommended change from the Budget Committee at the 4/1/11 meeting.

Campus Committee Feedback Useful to DSP Goals & Objectives

Charlie reported on behalf of Deb Daniels and Gloria Harrison and advised the committee that there was no feedback from their campuses that would affect the DSP goals and objectives.

Review and Discussion of First Full Draft of Revised DSP with Modifications, as Necessary

This item will be placed on the 4/1/11 agenda.

Schedule of Revised DSP Forums/Presentations During the Week of April 4

Charlie will work with the presidents and District personnel to schedule these dates. Feedback from the forums will be reviewed at the 4/15/11 meeting.

Revised Assigned Point Persons List

Charlie presented a revised Assigned Point Person list that includes objectives 6.2.2 and 6.2.3, which were inadvertently omitted.

The meeting was adjourned. The next meeting will be Friday, April 1, 2011 at 10:00 a.m. in PDC 104.

Kelly Goodrich, Recorder