

Meeting Agenda

January 27, 2012, 9:00 a.m.
District Office, PDC 104

- I. Welcome & Introductions
- II. Approval of Minutes from November 18, 2011
- III. Quarterly Reports

<u>Objective</u>	<u>Responsible Group</u>	<u>Point Person</u>
1.1.1	Chancellor's Cabinet	Bruce Baron
2.2.2.	Vice Chancellor, Human Resources	Jack Miyamoto
3.1.1	Vice Chancellor, Human Resources Executive Director, DETS Professional Development Chairs	Jack Miyamoto
4.1.1.	Chancellor	Bruce Baron
4.1.2.	Chancellor's Cabinet	Bruce Baron
4.2.1.	Professional Development Chairs Vice Chancellor, Human Resources*	Jack Miyamoto
5.1.1.	Vice Chancellor, Human Resources	Jack Miyamoto
6.2.1.	Chancellor's Cabinet	Bruce Baron

- IV. Discussion of Quarterly Reports Due March 2, 2012
- V. Adjournment

Next meeting to be held March 2, 2012 at 9:00 a.m. in PDC 104.

Meeting Minutes

November 18, 2011, 9:00 am, PDC 104

Members Present

Aaron Contreras, Alisa Moore, Charlie Ng, Deb Daniels, Gloria Harrison, Laura Gowen, Robert Brown, Amalia Perez (for Jack Miyamoto), Kevin White (for Joyce Green)

Guest Present

Jamail Carter

Approval of Minutes

The minutes of the October 14, 2011 were approved by consensus.

Quarterly Report Discussion

The following quarterly reports were reviewed and discussed as follows. Charlie mentioned that the Chancellor has requested a Board item to report on the progress of the District Strategic Plan, and the quarterly reports will be the basis for this report. Charlie will be drafting this board item and reviewing it with the committee.

- **Objective 2.1.1.** – Presented by Charlie in Glen’s absence. There were no questions or comments.
- **Objective 2.2.1.** – Presented by Cheryl. It was recommended that Cheryl quantify the events.
- **Objective 2.3.1.** – Presented by Robert. Committee members agreed to close the second action item, “Reinstitute the sabbatical.” The third action, “Establish a central repository for best practices in education.”, will be changed to “Explore other options.” As Robert reported that the current repository doesn’t seem to be cost effective.
- **Objective 2.3.2.** – Presented by Deb.
- **Objective 3.1.2.** – Presented by Charlie. Regarding coordination of grant activity, it was recommended that the Economic and Workforce Development Coordinating Committee also be documented under this objective. That committee has met three times this year is comprised of representatives from both colleges and the EDCT. Gloria asked and Charlie advised that he would check into the methods that were being considered in order coordinate and communicate grant efforts districtwide.
- **Objective 5.1.2.** – Presented by Deb Daniels. Deb was advised that the status for the Schedule 25/Resource 25 project could be changed to “scheduled” because the pilot is now slated for Spring.
- **Objective 6.1.1.** – Presented by Alisa. Charlie asked Alisa to add the component that they will develop the plan piece by next semester.
- **Objective 6.2.2.** – Presented by Gloria Harrison.
 - The committee felt that the wording “Community Affinity Network” needed to be revised during the next DSP revision.
 - The committee discussed the first activity – “Create an online social media discussion area to help maximize use of and access to community resources.” After much discussion, it was determined that this activity would be considered closed.
 - The second action item would be addressed by Charlie for the District office and the presidents of each college. The task is to report back to the committee with a list of each entity’s partnerships and where they are located on the web.

- It was also recommended that item number 3, which dealt with Resource 25 be updated to reflect the Spring 2012 pilot.
- Objective 6.2.3. – Presented by Cheryl.

Amalia gave a brief oral report on behalf of Human Resources and indicated that she would sent the reports electronically in the near future.

- Objective 2.2.2. – The staffing plan will be revised.
- Objective 3.1.1.– This objective deals with training and professional development. Tools have been developed to track district training.
- Objective 4.2.1. – It was verified that this objective was to include all employees.
- Objective 5.1.1. – A mentoring program has been implemented.

Adjournment

The next meeting will be January 27, 2012 at 9:00 a.m. in PDC 104.

Kelly Goodrich, Recorder