Minutes of the Education Master Plan Committee Meeting
November 12, 2015
Roberta Tragarz, Co-Chair

<u>**Present:**</u> Judy Strother, Dora Bright, Leah Freidenrich, Aracely Mora, Alex Taber, Rudy Tjiptahadi, Roberta Tragarz, Aaron Voelcker & Student rep___?___
<u>**Absent**</u>: Lynda Armbruster, Marilyn Flores, Eden Quimzon, Anne Hauscarriague, Debbie Brooks
Meeting started at 3:10 pm and adjourned at 4:30 pm.

Santiago Canyon College
Mission Statement

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth.   Our purpose is to foster student success and to help students achieve these core outcomes: to learn, act, communicate and think critically.   We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community.

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
1. Approval of minutes for Oct 22, 2015	Approved, moved by Judy Strother, seconded by Leah Freidenrich. Abstained: Roberta Tragarz	None
2. Governance Committee Report	PIE: Aaron reported that a recent discussion centered on the prioritization process; once the committee gets resource requests, eight separate lists will be prioritized by PIE, including: Instructional Supplies, Non-Instructional Supplies, Technology, Personnel, Facilities, and Contract services. Separating the requests into these categories is making prioritization easier.	None
3. Evaluation of EMP survey tool/Evaluation of EMP Progress 2012-2016	The last survey tool and survey results have been sent to all EMPC members to assess that we have progressed by evaluating the goals and follow-up activities that were identified at the time of the last Educational Master Plan. The committee will now determine if the tool used in the last MP was effective. Should we modify this tool or reinvent a way to measure our progress? We would need Senate and College Council approval if we decided to embed updates and goals with action items into existing DPPs. If we decided to do this the structure of the DPP template may need to be modified. It is built with older architecture so modifying it could be complex. We might be able to build another tool internally. "We need something better than what currently exists," Aaron concluded.	Aaron will summarize concluded goals sometime before the spring semester, creating a snapshot, as part of the environmental scan to be used in creating the new EMP.

	==In the next EMP, multiple groups reporting/discussing the same issue need to be grouped together. The views of groups tend to differ on the completion of same item. Disparate views may be open to interpretation. The current tool has been useful in helping us approach our next EMP. Aaron's questions:==
	
	   1) ==In general, how did the tool work? The general feedback from the committee indicated the tool is "adaquate," and that there is "always something to improve."==
	   2) ==Can we determine where we are as far as our 15 institutional goals? Do we have a picture of how we are performing? This too was deemed adequate but not necessarily optimal. We need a way to check in more regularly on goal progress.==
	
	==The current goals came from focus groups—should the goals developed in the larger process, and then have the people responsible get together and figure out how to accomplish the goal? (Alex)==
	
	==Our performance is clear in some areas and we have other areas that are like "black holes." Work that needs to be done in those areas is fairly evident. (Dora)==
	
	   3) ==Can the results be used to implement change? Resources, time, and funding are indicated as "ongoing" in some areas. The current tool has been used to highlight completed and ongoing processes. Here is where we ended up with the last EMP, using this in tandem with where we will go forward. (new goals for consideration 2016-2022)==	

4. Spring Flex week EMPC Environmental Scan	The Flex calendar workshop description was approved by the PDC: *Please join the Educational Master Plan Committee as we unveil the summary of results of the SCC environmental scan comprised of both internal data (gleaned from institutional program reviews) and student achievement data and external data of the local community and the population we serve. Join*	To be continued at the next meeting

	the dialogue as we discuss data trends and estimates. Feedback is a vital component to the development of the next SCC EMP and the identification of institutional priorities for the academic years 2016 through 2022. *Thurs Feb 4th 2016, 10-11am, 12-1pm, 2-3pm*	
5. Compliance Update 2014-2016	Only Apprenticeship, Cosmetology, Public Works and Real Estate, TV/Video Communication, and Earth Sciences did not complete Program Reviews for 2014-2016. Apprenticeship programs are unique, without full-time faculty to lead a review and many of the questions on the PR do not apply to these programs. Submitting in November: Adult Basic Ed; ESL; Health and Safety Education; Parenting Education; Programs for Older Adults; Programs for Persons with Severe Disabilities and the Inmate Education Program.	Division deans will be asked to follow up with the remaining programs.
6. Institutional dialogue responsibility	Recommendation in 2008, addressed in 2009, this committee was charged with facilitating the dialogue regarding the college programs, by inviting the department chairs to present their program review and answer questions from the EMPC. This info is summarized and then reported to College Council and spreads outward and downward, creating a more informed college community. Is the current model effective? What other models might we be able to employ for facilitating broad dialog about SCC's programs?	Continued at our next meeting.
Next meeting	Thursday, Dec. 10, 2015, 3:00– 5:00 p.m., H-234 Minute taker- Anne Meeting was adjourned at 4:30 p.m.	