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Minutes of the Education Master Plan Committee
Meeting April 28, 2016
Roberta Tragarz and Aaron Voelcker, Chairs

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Attendance: Dora Bright, Marilyn Flores, Anne Hauscarriague, Silvia Lopez, Alex Taber, Aaron Voelcker, Leah Freidenrich, Tricia Ungriano (student)

Absent: Roberta Tragarz, Debra Brooks, Lynda Armbruster, Miguel Luna, Aracely Mora, Judy Strother

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Santiago Canyon College
Mission Statement

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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:	Approval of Minutes: March 24, 2016. AH made the motion to approve; LF seconded. MF & TU abstained as they did not attend.	
2. Collegial Governance Reports	--PIE Committee: At the next meeting, PIE will decide on items to be funded, and will make a recommendation to College Council. --Enrollment Management Committee: BOG changes that will impact students based on GPA and loss of scholarship; this needs to be linked to the EMP. --College Council: Aaron delivered a report which provided an update of our EMP development. The Board has asked the President to provide this update. Aaron reported on the internal and external scans; the 41 academic program reviews which have been discussed; and the 15 student service program reviews that have been completed. Other colleges are baffled as to how we completed so many program reviews in one year; some colleges stagger their program reviews. Coordinating college wide information is difficult when program reviews are staggered over several academic years. Our new EMP will be written over the summer and reviewed in shared governance committees in the fall of 2016.	
3. ASG Feedback on Scan	--Aaron distributed a hard copy of feedback from ICC and the ASG. He reviewed the environmental scans for feedback from these two student groups. Students voiced support for the Humanities and Social Sciences in addition to the more visible STEM programs. Students commented on SCC as an innovative college and applauded the efforts of faculty and staff to improve the student experience. Qualities such as engagement and responsiveness, creative classroom strategies, technology, and student services were cited in the discussion.	

4. DPP Portal Maintenance	Aaron is getting comments about access using the current software; departments can't roll their previous DPP over from one year to the next. In contrast, Alex and Marilyn have not had people expressing concerns. Staff expressing concerns are from Student Services. These concerns are a reminder that we will need to move away from our current aging software for creating the DPP. Other questions arise: will the EMP action items be embedded in DPPs? How will we track and handle accountability? Consider moving to Taskstream or other architecture as part of the solution to this issue. Can we find software that is more flexible, user friendly, and with less need for IT support? TracDat is one option, but has challenges. Taskstream serves our purpose for the moment, but is not something viable for future accreditation cycles. LiveText is another program, along with ELumin and others. Aaron has planned on getting a task force together to evaluate these tools and make a recommendation. We will also consider homegrown solutions. Maintenance costs will be considered. If we had the seed money and hired a consultant, there should be minimal costs in ongoing maintenance. With a commercial product, the price is guaranteed but there is a considerable annual fee for support and maintenance. There is a grant available through the chancellor's office that provides IEPI dollars, a possible source for funding. The President would need to submit a letter of interest and ask for a team visit. The IEPI Partnership Resource Team, a team of experts, looks at your needs (enrollment management, data gathering, etc.) and put together a list of options for the college to choose from. An amount up to $150K is awarded to implement the plan. Accountability is minimal. The goal is to address issues that may be considered by the Accreditation Team before the accreditation process begins and possible sanctions result. Alex Taber moved that we create a task force to define goals and review products. MF seconded; unanimously passed.	A motion was made by Alex Taber, and seconded by Marilyn Flores, to recommend to College Council that a task force be created to determine the desired functionality of a Taskstream replacement, to evaluate potential commercial and homegrown solutions, and to utilize IEPI Innovation and Effectiveness Grant funds to implement the solution selected by the task force. Motion Passed unanimously.
5. EMP Goals	The committee discussed the goals that were submitted by the shared governance committees. Once the goals were color coded, the goals submitted by 11 committees yielded the following themes for use in the EMP: - Communication (internal and external), access and visibility - Pathways - Professional Development - Integration for Success - Fiscal, Physical, and Technological Resources The EMP Committee minutes revealed a gap in goals regarding technology. When discussing resources and fiscal needs technology needs to be included. Committee homework for the next meeting: look at the previous EMP college goals to see which have not been met and decide if they should be rolled over. Aaron will send out a survey with the suggested goals for ranking for the final draft set of goals.	

6. Next meetings	Meeting was adjourned at 5:05 p.m. Moved by DB, seconded by MF. Next meetings are: 5/12 (Alex Taber) 5/26 (Anne Hauscarriague) Attachments: 2016-2011 Educational Master Plan: Governance Committee Goal Submissions 2016-2022 Educational Master Plan Development, Environmental Scan Data Feedback from Students	