SANTIAGO CANYON COLLEGE
EDUCATIONAL MASTER PLANNING COMMITTEE

AGENDA
May 12, 2016
3:00 p.m. to 5:00 p.m.
Room H-234

1. Welcome/Announcements
2. Approval of Minutes: April 28, 2016
3. Governance Committee Reports
4. Review 2016-2022 Institutional Goal Preference Survey
5. Finalize Draft Set of 2016-2022 Institutional Goals
6. Annual Committee Evaluation
7. Other
8. Spring semester meetings:
    a. 5/12 (Alex Taber)
    b. 5/26 (Anne Hauscarriague)

Minutes of the Education Master Plan Committee Meeting
May 12, 2016
Roberta Tragarz, Co-Chair

Present:, Lynda Armbruster, Debbie Brooks, Marilyn Flores, Leah Freidenrich, Anne Hauscarriague, Silvia Lopez, Alex Taber, Roberta Tragarz, Aaron Voelcker
Absent: Dora Bright, Miguel Luna, Aracely Mora, Eden Quimzon, Judy Strother, Tricia Ungriano (student)
Meeting started at 3:15 pm and adjourned at 5:00 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. Welcome/Announcements	Roberta Tragarz and Aaron Voelcker will attend College Council on May 23, 2016 to present proposals to (i) switch away from TaskStream and (ii) to apply for an IEPI technical grant.	None
2. Approval of minutes for April 28, 2016	Approved, moved by Anne Hauscarriague, seconded by Alex Taber Abstained: Lynda Armbruster, Debbie Brooks, Roberta Tragarz	None
3. Governance Committee Report	College Council: Anne Hauscarriague informed the council about potentially switching to a different system than TaskStream and she updated the council on how the EMPC narrowed 26 submitted goals down to 5 themes. PIE: Aaron Voelcker reported that PIE organized resource requests into two lists, items that can be funded and items that cannot be funded, and forwarded them to College Council. PIE evaluated the form used for resource requests. PIE concluded that the experience could be made less confusing and be better served by having two separate forms and processes: one for facilities and one for everything else. There was some confusion coming from the AHSS department chairs regarding when the next academic program review cycle would occur. The next APRs will be completed in fall 2018. The Long Term Planning Highlights document was consulted to verify this.	None
4. Review 2016-2022 Institutional Goal Preference Survey	Since the April 28, 2016 EMPC meeting, Aaron Voelcker created and distributed a survey listing the 5 themes and the various proposed goals falling under each of those 5 themes for the EMPC members to rank and comment	None

5. Finalize Draft Set of 2016-2022 Institutional Goals	Proposed goals that were deemed more appropriate as action items are indicated in brackets and indented below each goal.
	
	1. Support a college culture of high quality, academic excellence, and personalized education.
	
	    [Action items: CIC: Make our online catalog more fully accessible and user friendly.]
	
	2. Support student success and equity through the integration of student services, instructional areas, institutional initiatives.
	
	3. Focus on student completion of pathways.
	
	    [Action items: Distance Education: Increase college credit course access; SS&E: Expand opportunities for workforce
		Finalize goals and action items at next meeting.

development; Honors: Diversification of the Honors Program offerings and student body]	

4. Improve communication within the college community.

5. Support faculty and staff development.

6. Optimize access to physical, technological, human, and fiscal resources through data-informed integrated planning and resource allocation processes.

7. Maintain and enhance the college's technological infrastructure and physical plant.

8. Strengthen and refine the processes which integrate planning and resource allocation.

   [Action items: Budget: Recommend allocating new resources aligned with SCC priorities, including contingency Reserve; Budget: Monitor SCC budget to ensure expenditures don't exceed allocated budget.]

9. Enhance and expand the college's community presence.

   [Action items: CIC: Have a link (perhaps in CurricUNET) from each course to all relevant data (assessment, success/retention, equity issues, …) to help instructors preparing to teach or revise the course; CIC: On webadvisor, have a link from each section to the course outline of record and perhaps other information that students might want; CIC: Determine how the CIC and Enrollment Management committee will support each other—perhaps more work on pathways.]

6. Annual Committee Evaluation	This was tabled until the next meeting.	Complete Annual Committee Evaluation at next meeting.

7. Other	Nothing	
8. Spring semester meetings:	Minute takers and meeting dates: 5/26 (Anne Hauscarriague)	
9. Next meeting	Thursday, May 26, 2016, 3:00– 5:00 p.m., H-234 Minute taker- Anne Hauscarriague Meeting was adjourned at 5:00 p.m.	The motion to adjourn was approved without dissent (moved by Anne Hauscarriague and seconded by Alex Taber).