

Santiago Canyon College
 Education Master Planning Committee
 Minutes from Meeting on February 27, 2020

Attendance:

Aaron Voelcker, Elizabeth Arteaga, Matthew Cotter, Cale Crammer, Erika Gutierrez, Nick Ho, Haydeh Kaveh, Elaine Pham
 Jessica Gilbert (minutes)
 CC: Marilyn Flores

Absent: Melissa Shirah, Roberta Tragarz

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, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging.

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW UP
1. Welcome		
2. Announcements:	Congratulations to Elizabeth Arteaga in transitioning from interim Dean to permanent Dean of BCE.	
3. Reports from Governance Committees	Planning & Institutional Effectiveness PIE: Committee has not met yet. All of the resource requests submitted in the fall have gone through the primary prioritization process. Preliminary rankings have been submitted to committee members to assign point totals for each request which should be available in early April. The Budget Committee will then review the scoring to determine funding. PIE will fine-tune the reports before the requests go to College Council and the President for approval.	
4. Approval of Minutes:	December 12, 2019	Cale moved to approve the minutes. Nick seconded the motion. The vote was approved with one abstention.
5. Annual Plan Video/Survey	The video that was presented as a side by side comparison between DPP and eLumen at our last fall meeting on December	Elaine suggested to add another item as to additional

	<p>12, 2019 will remain as is. Additional feedback is requested after the video and survey have been emailed out to the committee.</p> <p>To provide ample feedback, video and survey will be shared primarily with Department Chairs, Facilitators, Coordinators, and review with department collectively. Results can then be moved through the process in early April. In preparation notifications will be available in early fall.</p>	<p>benefits and features of budget management.</p> <p>Cale suggested instead of using a Likert Scale, proposed to use a qualitative response from a matrix style questionnaire. Add a space for additional comments or recommendations for specific questions in addition to sharing feedback.</p>
<p>6. Program Review Conversations</p>	<p>Set 15-minute increments of six conversations for a total of 90 minutes per meeting. Groups of two or more will take two programs to review prior to the meeting. The following standard questions will be asked of each program by the established group:</p> <ul style="list-style-type: none"> • What is the long-term vision for your program? • Expand on any challenges your program is facing. • What is the single biggest success of your program? • What do you need from the institution to help your program flourish? <p>Program Review Conversations on 3/12 will be as follows: 3:00 to 3:15—Craig Rutan (Engineering, Physics, and Physical Science) 3:15 to 3:30—Diana Babayan (ACE) 3:30 to 4:00—Steven Deeley (CIS/CMPR/Business/Marketing/Management) 4:00 to 4:15—Alex Taber (Econ) 4:15 to 4:30—Alana Gates (Real Estate)</p>	<p>Groups assigned are – Matt/Haydeh: ENG & ACE Elaine/Nick: BUS & CIS Erika/Cale: ECON & RE Aaron and Roberta will review all programs.</p>

<p>7. Canvas Demo for Virtual Conversations</p>	<p>Cale presented a demonstration of how Canvas could be used to implement program review conversations.</p>	<p>Further consideration is needed before this can be a viable option. Do we need to capture a record of the conversations? What happens when a department cannot present? How do we create dialog?</p>
<p>8. Spring 2020 Semester Meetings</p>	<ul style="list-style-type: none"> • 3/12 • 3/26 • 4/23 • 5/14 • 5/28 	

Meeting adjourned: 4:33 p.m.