Glendale Community College
Master Planning Committee (Team A)

MEETING NOTES
May 6, 2011 – 1:00 pm in CR 225

Present: Andra Verstraete, Lisa Brooks, Monette Tiernan, Michael Ritterbrown, Ron Harlan, Kristin Bruno, Trudi Abram, Jan Swinton, Brenda Jones, Kathy Holmes, Kathy McNeese, John Queen, Mike Scott, Rory Schlueter, Lynn Mizuno (also proxy for Kathy Flynn), Jean Lecuyer, Ron Nakasone, Jewel Price, Mary Mirch, Samir Abou-Rass, Ramona Barrio-Sotillo, Alen Andriassian, Hoover Zariani, Henan Joof, Vicki Nicholson, Scott Rubke, Tina Andersen-Wahlberg, Dawn Lindsay, Jill Lewis, Ed Karpp

CALL TO ORDER

The meeting was called to order by Ed Karpp at 1:10 p.m.

1.   ANNUAL GOALS FOR 2011-2012

Team A discussed the proposed set of 13 Annual Goals forwarded by Team B. The group decided to send the following revised list to Campus Executive for final approval. Team A did not understand the intent of item #10, so it decided to send the item back to Rick Perez for clarification and possible revision. Any proposed revision would be sent to Team A for an electronic vote on whether to include a revised version of goal #10 in the list of Annual Goals.

Changes to list of goals (additions are underlined and deletions are crossed out):

1.   Evaluate the policy of repeatability for credit courses and how students get priority registration. (EMP 1.3.1.e.6)

2.   Scheduling will respond to data (EMP 1.3.1.e.7), including a review of room ownership (EMP 3.4.1.b.8).

3.   [*Note: In the original Team B list, this item was goal #4.*] Action Step 4.2.1. Develop a framework for defining programs in terms of how they meet GCCD's primary, secondary, and tertiary missions. ~~The primary mission of a community college in California is to offer programs that lead toward the associate degree, CTE certificates, or transfer to four-year colleges or universities and, in the case of GCCD, Noncredit continuing education. The secondary mission relates to administrative and student service support functions that are critical for achieving the primary mission. A tertiary mission might be those programs that pertain to life-long learning, community education, contract education, etc.~~ This stratification provides the relative value of programs and services to GCCD's mission. (EMP-2010-245)

4.   [*Note: In the original Team B list, this item was goal #3.*] Action Step 4.2.3. Stratify the programs and services in terms of their missions and net revenue. The resulting information may be displayed as a matrix to stratify program offerings, as per KH's Strategic Cost Management matrix. The outcome of this analysis is the identification of marginal performers, which drain GCCD resources without generating a corresponding return vis-a-vis GCCD's mission. The implication is not that all marginal performers are candidates for discontinuance. Rather, GCCD may explore ways to combine these programs with stronger counterparts, such as through a combination of small and larger departments, to retain the program offering. If additional revenues are available, GCCD can invest such funds as seed money for new programs. (EMP-2010-247)

5. Streamline the transition from Non Credit to credit (EMP 3.4.3.a)

6. The college will continue its work in competing for grants and pursue additional business partnerships that will provide additional funding. (SS-2010-162)

7. The college will ~~find an on-going revenue source~~ allocate on-going funding so that the replacement of equipment and technology can be scheduled and planned based on industry standards. (SS-2010-135)

8. The college will implement its two-year projection into its budget process. (SS-2010-165)

9. Monitor, ~~and~~ assess, and improve the server room to ensure that college data is protected and reliably accessible. (SS-2010-153)

10. [*Note: Clarification of this item will be requested.*] Investigate means of increased coordination and communication among the diverse student support services including technology development and training with the goal of more consistent data collection, standard assessments, and possible economies of scale (SS-2010-087)

11. ~~The college will ensure that faculty are trained and will implement e-Lumen to organize assessment data and the college will utilize SLOAC's at course, program and institutional levels by 2012 to enhance student success. Should we add a statement about using ISLO (core competency) data to direct college planning?~~ The college will utilize SLOACs at the course, program, and institutional levels by 2012 to achieve proficiency status according to the ACCJC rubric and to direct college planning and program improvement. The college will also ensure that faculty are trained and will implement e-Lumen to organize assessment data. (SS-2010-021 & 022.)

12. Faculty will continue to explore, evaluate and implement delivery modes and methods of instruction that meet the objectives of the curriculum and support student needs. (SS-2-10-023)

13. The college will ~~build on the recommendations of the technical assistance plan and the facilitation team to clarify~~ strengthen governance relationships and promote trust by an ongoing self-evaluation process of the state of shared governance including an annual leadership survey. (SS-2010-177).

- MSC (Mirch/Barrio-Sotillo) to approve the list of Annual Goals and forward them to the Campus Executive Committee for final approval, pending clarification/revision of goal #10.

2. UPDATE ON ACCREDITATION

Ed Karpp updated the group about the accreditation timeline. Dawn Lindsay summarized the draft team report, which was send to Dr. Lindsay on May 6 for correction of factual errors. For several recommendations, the visiting team indicated that GCC has made progress but has not fully resolved the recommendations.

ADJOURNMENT

The meeting was adjourned at 2:30 p.m