

EDUCATIONAL MASTER PLAN COMMITTEE

Minutes

August 25, 2009

Present: Daniel Bahner, Gloria Harrison, Rick Hogrefe, Denise Hoyt, Matthew Lee, Charlie Ng, Catherine Pace Pequeno, Ted Phillips, Michelle Riggs, Scott Rippey, Moises Valencia, Rebecca Warren-Marlett, Sherri Wilson

- I. Meeting was called to order by President Gloria Harrison at 3:05PM standing in for the absence of Cheryl Marshall. Gloria will no longer be attending EMP Committee meetings because it is the purpose of this shared governance committee to make recommendations to the President. The meeting was then turned over to Matthew Lee.
- II. Reports- Matthew Lee
 - A. There was a document entitled "What Can You Do" sent via email to Matthew addressing concerns about specific actions the CHC faculty, staff, managers, and students can do to get involved and assist with meeting the accreditation standards. There are detailed timeframes and concrete actions to be involved with this process; including reading the progress report to check for accuracy, omissions or commissions. Matthew will forward to all committee members.
 - B. Discussed draft of CHC EMP Committee recommended pool of institutional quantitative effectiveness indicators dated 8/24/09.
 - i. Committee members are to email responses to Matthew regarding side two, the introduction, by Friday 8/28/09 before noon. Matthew will incorporate suggestions, revise, and send out new draft to committee on Friday 8/28/09 before 5:00PM.
 - ii. Sherri asked if we can obtain input from our constituents for clarity. Matthew encouraged that idea.
 - iii. Daniel recommended the addition of a glossary for acronyms such as WSCH/FTEF, ARCC, and SLO/SAO.
- III. Discussed descriptions for strategic directions, potential goals, and integration
 - A. Campus Climate change to Inclusiveness
 - B. Enrollment Management
 - i. Information-driven includes data. Guided by mission and vision.
 - C. Community Value
 - i. The college identifies and promotes itself as a community asset. The community is aware of and values the college's contributions.
 - D. Effective, Efficient, and Transparent Processes
 - i. Information is accurate, complete, and readily available. Processes are consistent with applicable law, regulations, policy & standards. Effective processes and structures are established to implement and drive the college. Decision making, remove non-bureaucratic and add efficient and clearly defined.
 - E. Organizational Development

- i. Use bulleted list; remove the word elevated and replace with continuous improvement of and adherence to high standards. Development of management, staff, students, and faculty.
 - F. Effective Resource Use and Development
 - i. The best possible use of the resources we have. Advocacy at district to allocate additional resources.

- IV. Next meeting:
 - A. Discuss language of goals and objectives in a way that makes sense at this strategic level.
 - B. Homework:
 - i. Provide feedback on QEI introduction to Matthew by Friday at noon.
 - ii. Think about and identify potential goals and bring notes from campus plans. Consider the fundamental ends that each of the plans are striving.