

## EDUCATIONAL MASTER PLAN COMMITTEE

### Minutes

October 13, 2009

Present: Daniel Bahner, Rick Hogrefe, Denise Hoyt, Matthew Lee, Cheryl Marshall, Charlie Ng, Michelle Riggs, Scott Rippey, Moises Valencia, Rebecca Warren-Marlett, Sherri Wilson. Guest: Jordan Mack

- I. Reviewed minutes from meeting 10-6-2009. Scott Rippey was not present. Committee set goals for Strategic Direction- Effective, Efficient, and Transparent Processes; it was listed in minutes as Organizational Development. By consensus, committee approved minutes with these revisions.
- II. Feedback for QEI's has been requested from the Student Senate, Academic Senate, Classified Senate, and the VP's were asked to discuss them with their staff.
  - A. Academic Senate: Productivity- discussion on whether WSCH/FTEF was a valid measurement. Theatre Arts is concerned that this number will not capture their effectiveness because the hours they actually spend with the students is not reflected. Suggestion to unit that if their curriculum and hours do not match, they should make modifications such as creating a lab to more accurately track & measure enrollment and effectiveness. These measures are institution wide and because they are much broader than one area and do not reflect course level, this committee resolves to leave this measure as is.
  - B. Student Services: Transfer Rate- discussion regarding Transfer Rate as compared to Transfer Readiness. The actual rate of students who transfer is what is considered by legislature and ARCC. Committee agrees that due to lowered enrollment by state universities, the transfer rate may not reflect accurately our effectiveness in preparing students as "transfer ready". Committee resolved to add "readiness" as an additional measure of effectiveness.
  - C. Student Life: Overall student satisfaction survey is handled through the office of Research & Planning. The correct title of that survey should be Student Satisfaction Survey.
  - D. Student Services and Academic Senate: Productivity measurements will not compare programs to other programs rather institution wide year to year institutional improvements.
  - E. Academic Senate: There is concern that this committee also identifies qualitative effectiveness measures and objectives. The strategic directions being developed will meet this need.
- III. Committee reached consensus on QEI's as revised and recommend to the President that they are adopted.
  - A. This committee needs to develop baselines and annual improvement goals.

- IV. Discussed Strategic Direction #6; Effective, Efficient, And Transparent Processes.
- A. In addition to decision making, this goal should also reflect planning.
- i. The second and fourth descriptions will be revised to say “All planning processes and decision-making is...”
  - ii. The third description will be revised to say “All planning and decision making processes and structures...”
- B. Revised Goal 6.1 to read:  
Implement and integrate planning processes and decision-making that are:
- Collaborative,
  - Transparent,
  - Evidence-based,
  - Effective, and
  - Efficient.
- V. Next week this committee will not meet because October 20<sup>th</sup> is a Flex day. The following EMPC meeting will be Tuesday October 27<sup>th</sup> which coincides with the Accreditation Team visit. It is possible they will visit us during that time to discuss our progress.
- A. The co-chairs of the Planning and Program Review Committee went through the plans and program reviews from the past year and those submitted so far this year to identify common themes to integrate bottom up and top down planning. Cheryl will type their findings and provide to the EMPC this week to review and discuss on the 27<sup>th</sup>.
- VI. The committee broke into groups to discuss Strategic Direction #7- Organizational Development.
- A. Two goals were agreed upon:
- 7.1 Optimize the organization’s human resource capacity.
  - 7.2 Manage change proactively.
- VII. Discussed description and goals associated with strategic direction #8- Effective Resource Use and Development.
- A. Facilities, infrastructure, and technology must be integrated into this goal. Committee agreed to add a goal 8.3 which would incorporate these three areas. Ideas were discussed for how this goal should be stated; however, due to time constraints consensus wasn’t reached. We will discuss further and finalize at the meeting on October 27<sup>th</sup>.