

Educational Master Plan Committee
Minutes
December 8, 2009

Present: Daniel Bahner, Rick Hogrefe, Denise Hoyt, Matthew Lee, Cheryl Marshall, Charlie Ng, Michelle Riggs, Scott Rippey, Moises Valencia, Sherri Wilson

I. Call to Order

Cheryl Marshall called the meeting to order at 3:00 p.m.

II. Approval of Minutes

The Minutes of the December 1, 2009 EMPC meeting were approved with one correction.

III. QEI Baselines and Annual Targets: Status

Matthew reported that he was able to get the password and sign-on information for Data on Demand. He noted that it is a powerful set of tools; i.e., you can do a comparison of students who transferred and those who did not. It also provides a lot of basic skills information. The downside of its frequent use of a cohort tracked over several years is that effects of program changes take a long time to show up.

IV. Review of ARCC and IPEDS Reports

Matthew reviewed the ARCC and IPEDS reports. He noted that IPEDS is a nationwide reporting system for all higher education. For each college, it uses a national comparison group, either matched on its own general criteria or provided by the college. ARCC uses comparison groups all within California Community Colleges and is more focused than IPEDS. Matthew stated that he could do a workshop on ARCC and IPEDS; if anyone is interested, please let him know. Both James Smith at Valley and Glen Kuck reported no known problems with ARCC data. Matthew explained that the CCCCCO MIS system on which ARCC is based started out years ago with many problems of data completeness and accuracy, but has gotten much better in recent years, and he suspects the data for Crafton are pretty good. He also explained that it is very important for users to review very carefully the data submitted to MIS.

V. Review of Recommended Strategic Directions and Goals with Draft Objectives and Suggestions or Actions

Matthew noted that this document will become the committee's "working document." He also explained that a "0" as the third digit in the numbering system indicates there is no Subgoal for that Strategic Goal.

VI. Review of Posted Comments and Draft Objectives

Matthew reviewed the 12/1/09 Transcript. The following changes were made to the Transcript
SD 2: Inclusiveness

- I.B.2. Draft Objective 2.1.0.1 (MCL): Improve the inclusiveness of targeted ~~instructional~~ programs in which at least one demographic group is significantly underrepresented.
- I.B.2.a.2 Identify targeted programs in which at least one demographic group is significantly underrepresented, as determined by consensus of the applicable dean and faculty/staff.
- I.B.3. Draft on Objective 2.1.0.4. (MCL): Develop a common ~~understanding~~ *definition of inclusiveness* among employees and students at CHC ~~of what inclusiveness ought to mean both organizationally and behaviorally, at CHC.~~
- I.B.5. Establish a ~~semiannual~~ program of Crafton Town Hall meetings to facilitate sharing ideas on significant issues facing the College.

VII. Continued Development of a Pool of Proposed Objectives

The committee continued work on developing objectives for SD 3: Best practices for Teaching and Learning. See *Edited Transcript of Posted Comments* for results.

Matthew reminded the committee that completing a set of Objectives does not necessarily mean achieving the Goal they serve. In developing this first set of Objectives for the EMP, the committee should focus on the first year of implementation, knowing that further objectives will be needed after the first set is completed.

VIII. Homework

At the next meeting, the committee will work on SD4: Enrollment Management and SD5: Community Value.

IX. Adjournment

The meeting adjourned at 5:00 p.m.