

**AGENDA OF THE WHCC COLLEGE PLANNING COUNCIL (CPC) (Wednesday, May 10, 2017)**

Generated by Lorna L Davis on Thursday, September 21, 2017

**Members present:**

Brenda Thames  
 Alex J Villalobos  
 Bertha Felix-Mata  
 Domenica Sanchez  
 Jeff Wanderer  
 Sarah Shepard  
 Andrea Pulido  
 Samantha Schmidt

**Others present:**

Kyle Crider  
 Sandy McGlothlin  
 Valerie Walker  
 Mark Gritton  
 Larry Buckley  
 Robert Pimentel

## 1. Call to Order / Introductions -

Brenda Thames called the meeting to order and introduced Kyle Crider, WHCCD Director of Accreditation, Research, Institutional Effectiveness, and Planning.

## 2. Action Items

## A. Minutes: April 19, 2017

The minutes were carried forward.

## 3. Program Reviews

Mark Gritton discussed information on the following approved program reviews: Humanities - SP 2017 and Child Development - SP 2017

## 4. Board Policies and Administrative Procedures (Courtesy Review / Share with Constituents)

A. NONE AT THIS TIME

## 5. Board Policies and Administrative Procedures (First Reading / Share with Constituents)

A. NONE AT THIS TIME

## 6. Board Policies and Administrative Procedures (Final Review / Action / Share with Constituents)

## A. AP 4025, Philosophy and Criteria for Associate Degree and General Education

Jeff Wanderer said it had been shared at DECC, on April 21, that this was the wrong version (i.e. missing language). He said it was requested that this be clarified and then rerouted.

## B. AP 4107, Transfer Program

A motion was made to approve AP 4107, Transfer Program, by Sarah Shepard and seconded by Alex Villalobos, motion passed.

## 7. Discussion Items

**A. Institutional Effectiveness Goals for the Chancellor's Office**

Kyle Crider shared information on:

The process and goals framework (short and long term alignment);

State submittals and historical trends (student success scorecard information).

Kyle noted that documentation in the future will be important and ongoing. He said the college goals/governance process will need to be looked at in the future. President Thames said there is a shared understanding that the due date is June 15; however she would like a shared understanding of the process that will start in September. It was noted that annual goals and long term goals may need to be modified. President Thames asked that report outs on benchmarks, etc., be established and posted. Kyle said this could be done as well.

Discussion on completion followed. It was noted that the scorecard used is lagging (6 years/students from 2010-11 numbers in success). President Thames said Institutional research is needed. Sarah Shepard and Kyle agreed that more accurate information is needed because the information used by the State Chancellor's Office is behind it is not useful for planning. It was also noted that IEP/Scorecard will be mapped. Discussion continued and President Thames said lag measures and lead measures discussion is still needed. Kyle discussed cohort data which was based on 5 years of history. Following discussion Jeff Wanderer asked "can Civitas integrate." Sandy McGlothlin said yes; however training needs to be done again. Kyle said it will not track the students needed they would have to flag (Civitas does term to term persistence).

In the future further review is needed on NDC/WHCC co-horts (high school students and prison courses). Jeff Wanderer asked if we can target partial co-horts in order to address the here and now a partial can effect change. Kyle said intermediate goals can be set. Jeff Wanderer also asked for a snapshot from last year so we have a better understanding of what we've been doing. Kyle agreed to this and will try to look a bit further back too.

It was mentioned that the scorecard does not align with ACCJC wants and that the State Chancellor's Office is looking into this. The percentage of students who start below college level were discussed (i.e. below 1A to 1A). Discussion followed on baseline past history. Other information may be looked at outside of scorecard. Sarah Shepard said assessing what is working and what is not is going to be very important (two initiatives are running). Kyle said the college needs to look at high end indicators and medium indicators with long term high level goal setting. Sandy McGlothlin said six years is average completion time. The 17-18 goals are for the 11-12 cohort which will be reported in March of 2018.

Discussion followed including goal establishment as outdated data does not help. Kyle said we need to submit by June 15. It was shared that the college needs to know where we are now (year to year tracking) internal trend. WHCC needs to keep the goals we have, next year take a look at it however not all at once. Data needs to be something on paper based on past practices as we begin to understand shared goals (what framework is and isn't, even by researcher) and we can evaluate usefulness.

Jeff Wanderer said our local success vs. student's long term success should be viewed and extrapolated from year to year data. **Following discussion a motion was made by Sarah Shepard to leave the goals as they are; however next year more data is needed (monthly self-generated data), seconded by Andrea Pulido, motion passed.**

A motion was made to request an IEP/ site visit (partnership team assist) in the Fall by Alex Villalobos, seconded by Sarah Shepard, motion passed.

It was suggested that the background framework for next year be reviewed along with frequently asked questions and this year's docs.

B. New Website Preview

No preview was given, this item will be carried forward.

C. Administrative Structure

No information discussed at today's meeting.

D. Governance Structure

Following discussion a motion was made to approve the new governance structure graphic by Sarah Shepard, seconded by Domenica Sanchez, motion carried.

A motion was also made to approve the new membership merger (PEC/CPC) with the new membership to be reviewed in the fall for modifications by Alex Villalobos, seconded by Jeff Wanderer, motion approved.

E. Curriculum/Curriculum Cleanup

No report given.

F. Board of Trustee Meeting

No new information available at this time.

8. Upcoming Events (Share with Constituents)

A. Brenda Thames asked today's attendees to view the attached list of upcoming events at their own leisure and to be sure to share with constituents.

9. Other Items

A. None at this time.

10. Next Meeting: September 2017

11. Adjournment