College Planning Committee

4/19/18

Attendees: Mallory Newell, ~~Tono Ramirez, Anu Khanna~~, Susan Cheu, ~~George Robles~~, Karen Hunter, James Nguyen, Karen Chow, Lorrie Ranck, Marisa Spatafore, Alicia Cortez, ~~Brian Murphy~~

The group reviewed the minutes from the March 15 meeting: <http://deanza.edu/ir/planning/planning_files/College%20Planning%20Committee%20Meeting%20Minutes%203.15.18.docx>. Reviewed the updated converging priorities document (<http://deanza.edu/ir/deanza-research-projects/environmentalscans/ConvergingPriorities.pdf>) and the finalized Educational Master Plan update (<http://deanza.edu/ir/state-of-the-college-related-information/EMP_Update_2017_032818.pdf>).

The group revisited the draft vision statement and added a bit to it:

“Empower all student to attain their educational goal, develop an equity-based mindset, and become civic leaders in their community.”

The group then discussed a process for reviewing the mission and strategic initiatives. The idea of using a Poll Anywhere Word Cloud to get feedback on “what does “De Anza College” represent in your view”? Newell will create a presentation which displays the draft vision statement, the strategic initiatives as embedded in the Converging Priorities document, our values, a Word Cloud, and then our mission. Based on the results of the Word Cloud, the committee will determine if our mission statement is missing any key terms or phases that rise out of the Word Cloud exercise. Newell will ask to be on the agendas of the shared governance groups this term.

Alicia Cortez provided an update to the equity section of the IPBT and SSPBT forms that she would like to integrate next year. This is based on Action Project 1: Student Equity in the Quality Focus Essay.

The group reviewed Action Project 2: Integrated Planning and Communication from the Quality Focus Essay. One of the areas identified is to conduct a needs assessment to identify strengths and weaknesses of the integrated planning process. Newell indicated that she could add some questions to the annual governance survey to address this area. In regards to increased communication and dissemination of information Newell will add to the College Council agenda a standing item that requests each PBT provide a brief share out of activities and discussions to College Council at each meeting. Newell will also ask PBT if they will post on the PBT webpage the newly created flow charts around planning onto their webpage. In regards to standardized program review process for resource requests Newell will work with the SLO committee and look at examples from other colleges to develop an Administrative Review form that particular programs could complete instead of a annual program review, as the questions on the APRU are often too specific for all administrative programs. Senior Staff will review the form and determine if there are any administrative areas that should complete a review that do not do so at this time. Newell will begin working on the draft form and share back with the group.

The next meeting will be on Thursday, May 31 from 1:30-3 in ADM106.