Planning & Resource Allocation Committee

November 22, 2011
2:00-3:30, AC 108
Minutes

Present: Yolanda Bellisimo, Raemon Bergstrom-Wood, Mike Dougan, Chialin Hsieh, Mike Irvine, Peggy Iozaki, Molly Johnson, Michele Martinisi, Sara McKinnon (Co-Chair), Norm Pacula, Carol Scialli (Staff Resource), Kathleen Smyth

Absent: Tom Burke, Jon Gudmundsson, Ken Meier, Marshall Northcott, Norm Pacula, Lance Reyes, Nanda Schorske

Others Present: David Wain Coon, Angelina Duarte

Agenda Review
- Agenda approved.

Minutes
- Minutes of November 8 meeting approved.

Community College Budget Update
David Wain Coon
- The president shared information gathered from his attendance at the CCLC Conference last week concerning budget projections.
  - Data provided at conference is from Legislative Analyst’s Office which looks at policy and projections. It is not a political body.
  - Current fiscal year shortfall in revenue is $3.7 billion.
  - Projection for the year after is $13 billion shortfall.
  - The five-year projection is a $20 billion shortfall.
- Looking at this year and way budget is structured triggers are put into place:
  - Community Colleges that are not Basic Aid districts (109) will suffer a significant next round of cuts.
  - Second half of fee increase: fees would go to $46 in summer 2012.
  - P for E money will probably go away.
- We will be impacted and students will be impacted by fee increase.
  - Will need to get word out to students to recommend they apply for a fee waiver.
  - On the plus side, as fees go up, Governor’s fee waiver goes up incrementally.
- Per Angelina:
  - Clarification re: Student Success piece. AB 1143 was not just about the task force. Apportionment colleges will be reviewed at census and at end of semester—who is still in classroom. Then, apportion will be based on an average of those two things. We will be asked to report on that data i.e., what happens between census day and end of semester with students.
President’s Goals and Priorities for 2011-2012

David Wain Coon

- President spent over nine hours last week with the Board at its joint retreat that moved into a regular meeting.
- One item discussed at the retreat was President’s goals and priorities for 2011-2012 (handout distributed).
- Goals were provided in framework of 10-year Ed Master Plan and connecting to WASC standards.
- President was intentional about placing first goal up front, *Improved Student Access, Learning and Success* (WASC Standard II). Expected outcomes include:
  - Course completion
  - Time to degree
  - Degree and certificate completion
  - University transfer
- Hiring new faculty is key for the above outcomes.
- At end of process, we’ll set reasonable goals for ourselves.
- Idea is to Integrate all planning pieces and arrive at one planning model that is integrated and complementary.
- Goal #2: *Support and advance the institutional priorities and objectives included in the college’s master plans* (WASC Standard I – Institutional Mission & Effectiveness).
- Goal #3: *Further position COM for long-term sustainability and success.*
- Goal #4: Board Development
  - We have a new trustee and happy about it.
- Goal #5: *Enhanced internal and external community relations and engagement.*

Comments

- Is there a piece for connection with other institutions?
  - As 1440 degrees are developed will see more partnerships.
- The Ed Planning Committee appreciates the alignment they are seeing as outlined in these goals.
- We have a mission statement. According to WASC, we should be relating back to that statement.
  - Now that we have other things out of the way, we can revisit the Mission Statement in another retreat.
- COM winter holiday celebration is December 15, toast at 3:00-4:30, at Woodland’s Café. Offices will be closed for the event.

Student Success Initiative

Angelina Duarte

- COM must plan far ahead to align budget and academic process.
- The focus this year is creating a *Student Success Initiative* based around *A Report of the Commission on the Future* presented by Scott Lay in August. This is a work in progress evolving as we speak.
- Full implementation would be fall 2013.
- Discussion of general timeline fall 2011 through fall 2013.
- How do we redistribute the funds we have (response to waitlists in high demand areas).
- Comment: What does Matriculation Revitalization mean? It means rebuilding the following matriculation components:
• Outreach/Admissions
• Assessment
• Orientation
• Educational Planning
• Student Follow-up/Intervention
• Research and Evaluation
• Coordination and Training
• Prerequisites, Corequisites and Advisories

• Matriculation Advisory Committee should have representation from all areas that support student success: Student Services, Instruction, Research, IT etc.

• Teaching and Learning:
  • Provide courses that students need when, where and in format that they need it.
  • Basic Skills model that includes expedited student pathways.
  • Foundation for Blueprints (student not department blueprints); integrated so students can get to their destination.
  • Alternatives to traditional curriculum sequences.
  • Encourage new faculty to demonstrate knowledge of effective learning techniques.

• External Exigencies requiring change include state and national call for increased degrees, state’s priority on Transfer, CTE and Basic Skills/ESL; need to reset registration priorities, impact on limits of legal repeats and repeatability, a common assessment system for Community Colleges and budget impact of PFE cuts and midyear trigger cuts.

• Data: focus on first-time students. Who are they and what do they need?
  • Over 65% are 22 years and younger.
  • Over 50% have “transfer without a degree” as their educational goal.
  • Valid piece of data is number of students that transfer even without a degree.
  • Need to track students getting near a degree to intervene.

• Course Completion needs to be part of the data.

• Enrollment Management:
  • We offer a total of 123 majors but percentage of awards is low on some. Maybe we should offer fewer degrees with more focus.
  • Only 6-10 units of electives that a student takes count toward transfer so it is important that we do not overload students with elective transfer units as they cannot take them forward to the university.

• Various Charts for fall 2011 indicated how resources are currently allocated:
  • By type of course (Transfer, CTE, Basic Skills, Electives
  • By units
  • By actual money allocated

• Enrollment Management. Units and Wait Lists.
  • Comment: don’t know how many students couldn’t even get on the wait lists. This would change the numbers; can’t look at one relative to the other. The class cap would affect numbers so not an accurate picture. More work needs to be done on this. Fill rate also needs to be considered but needs to be further refined.

• Work of PRAC is look at resources and how being utilized.

• Scheduling for Student Success:
  • Master Schedule
• Department Blueprints
• Student Educational Pathways

• Comment: What about people with other reasons for being here that may also be viable? Will classes be taken away? For example:
  o Lifelong Learners
  o The student who wants to learn a language for employment reasons
  o Attending the college for one class or retraining
  o A person returns because he had knee surgery and wants to take swimming. Now, there is a lifetime limit to number of PE classes that can be taken.

• AD: The question we need to ask is, if we only have so much money, how do we want to spend it? How do we prioritize? Who is coming in the door? The state’s measure of success is graduation and transfer. “As someone who has had their chance for an education, if there is only one seat, I would give it to the person who is there for their first shot at education.”

Proposal for Extra Units to Cover Basic Skills Math Courses Wait Lists
• Hold for next meeting.

Enrollment Management Task Force
Nanda Schorske
• Hold for future meeting.

Web Pages for Governance
Sara McKinnon
• Proposal is at GRC and they haven’t made a decision.

Meeting Wrap Up/Assignments
• Next meeting is December 13.