Planning & Resource Allocation Committee

November 13, 2012
2:00-3:00, AC 108
Minutes

Present: Gina Cullen, Angelina Duarte, Chialin Hsieh, Mike Irvine, Rebecca Kenney (Co-Chair), Sara McKinnon (Co-Chair), Kathleen Smyth (Recorded minutes in Carol’s absence)

Absent: Marshall Northcott, Craig Wheeler, Yolanda Bellisimo, Jon Gudmundsson, Peggy Isozaki, Molly Johnson, Michele Martinisi, Nanda Schorske, Carol Scialli (Resource)

Agenda Review
• Agenda approved with the addition of SLO assessment report update.

Minutes
• Minutes of October 9 meeting approved.

Accreditation Visit Summary
S. McKinnon & C. Hsieh

• Technology Plan- feedback was positive comments included “solid and meets the recommendation.” However there are concerns about sustainability. Al Harrison stated, “We have enough money from the bond tech fund to fund projects in the Tech Plan slated for this year and next.”

• Program Review and SLO- Positive feedback including, “The College is to be commended for changing their approach to SLOs.”

• Planning process- very impressed with the Integrated Planning manual.

• DE Plan- Comments included, “Doing well; meets the recommendation.” Although there was a question about sustainability and why the College spent more money last year than this year.

• Other comments included “Very impressive; especially with the Library at IVC.”

Subcommittee Reports
Technology Planning: M. Irvine
• The committee will be collecting the initiatives from the tech plan to create a prioritization list.
• Begin to inventory other technology equipment including nursing mannequins, auto, etc to have a better understanding when the PR requests are submitted

Student Access & Success: S. McKinnon and Angelina Duarte
• Formalized the co-chairs Chialin Hsieh and Becky Reetz
• Finalized the commitment to the 2012-2013 goals.
• Discussed enrollment priorities. Who should get them but understanding that there are always exceptions. We must develop a process for this. There is much work to be done including how many students are in each category. It is important to communicate with students and include faculty and students in the process. Ultimately it will become a board policy. A pilot program will be set up with the goal of full implementation for fall 2014.
• BSI - Basic Skills Initiative 2012 REPORT has been completed, reviewed and submitted. Potential 90K in funding. Any funding from BSI must be vetted through PRAC then to SAS.

**Educational Planning**

*C. Hsieh*

• EPC is working on the template for the Strategic Plan Champions so they can share their progress of the Strategic Plan objectives with EPC in late spring.

• The schedule of dates for the Strategic Plan Champions will be presented to EPC.

• EPC also wanted to share the effectiveness rubric with PRAC and see if the effectiveness rubric is appropriate for all PGC to use. The effectiveness rubric is EPC members "learning outcomes" in terms of members behaviors/learning in the EPC meetings.

**Facilities Planning**

*S. McKinnon*

• Only meeting once a month

• Hazards on the campus walkways have been identified and marked. Lighting at night is an issue. This should be discussed with the health and safety committee.

**Instructional Equipment**

• Not meeting yet.

**Professional Development**

*C. Hsieh*

• Planning for the convocation.

**Other Reports & Updates**

• SLO and matrices are completed

• Senate sent a survey to the faculty regarding prerequisite and advisories with the intent to find out where students are having trouble in courses specifically with writing and math. For example the outcome could be that a History course would include an advisory to have completed English 120.

**Next meeting November 27th** - need to check room availability