Santiago Canyon College

Planning & Institutional Effectiveness (PIE) Committee Meeting
Wednesday, 7 November 2018
3:00 p.m. – 4:30 p.m., Room E-206

Agenda

1. Welcome

2. Announcements

3. Reports from Governance Committees

4. Approve 3 October 2018 Minutes

5. Accreditation Timeline

6. 2016-2022 SCC EMP and CCCCO Vision for Success Goal Alignment

7. 2016-2022 EMP Goal Assessment Responsible Parties Report

8. Fund 13 2018-2019 Carry Over Funds Report

9. Questions/Other

Minutes of the Planning & Institutional Effectiveness (PIE) Committee Meeting
October 3, 2018
Michael DeCarbo & Aaron Voelcker, Co-Chairs

Attendance: Marilyn Flores, Darlene Diaz, Steven Deeley, Scott Sakamoto, Scott James, Arleen Satele, Rudy Tjiptahadi, Roberta Tragarz, Joe Geissler, Devon Jones (student   representative), Ivan Zambrano, Rosalba Hernandez, Chrissy Gascon, Lacy Hendenberg

Absent: Syed Rizvi

Santiago Canyon College
Mission Statement

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth.   Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically.   We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (12/4/17)

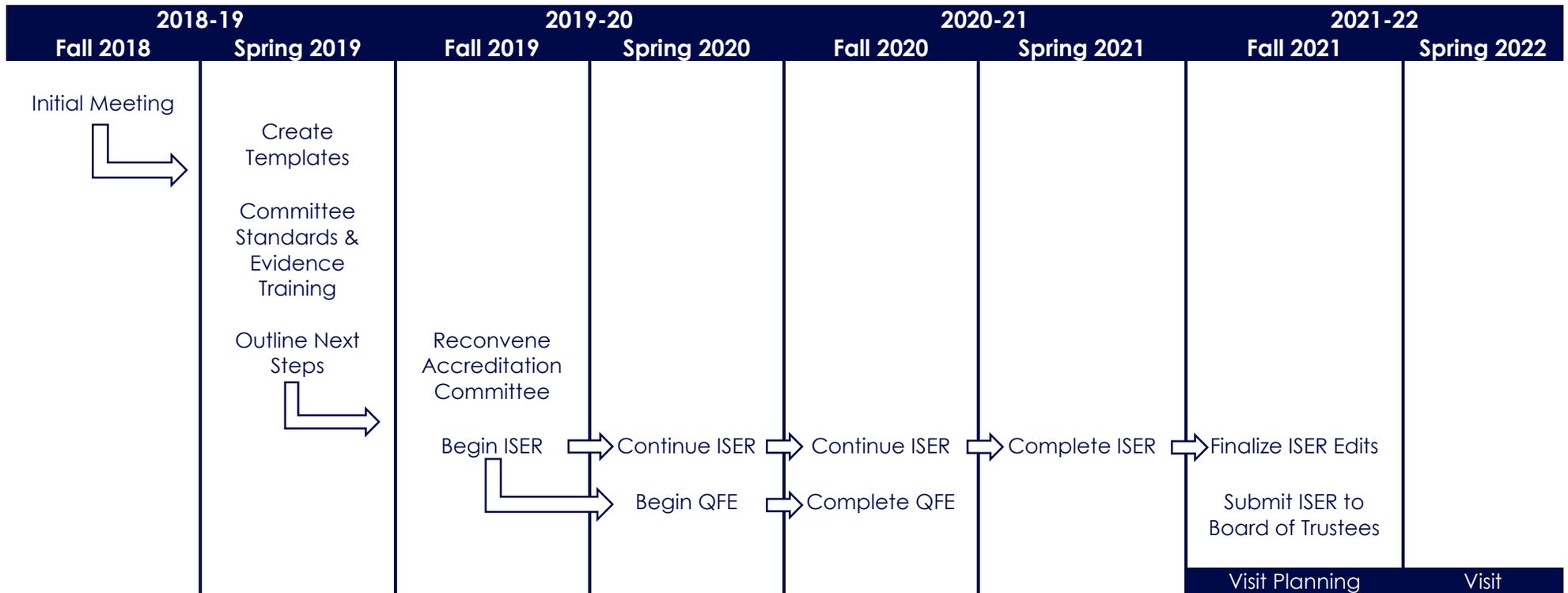| AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
1. Welcome		
2. Announcements		
3. Reports from Governance Committees	• *Curriculum and Instruction Council* (Darlene Diaz): Some faculty members have expressed concerns regarding the availability of eLumen training. • *Academic Senate* (Michael DeCarbo): The Guided Pathways Organization Chart was moved forward to Academic Senate for review. • *Facilities Committee* (Arleen Satele): The ADA required work will continue until December 2018. The Committee is reviewing its composition and responsibilities. • *Education Master Plan Committee* (Aaron Voelcker): The alignment of the EMP goals and the CCCCO Vision for Success goals were reviewed at the last two meetings. Due to eLumen adoption, the Committee is considering renaming the DPP.	• Aaron will send out a college-wide email regarding SCC's plan for eLumen training.
4. Approval of Minutes 5 September 2018		• The minutes of the September 5, 2018 meeting were approved without dissent

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
		(moved by Steven Deeley and seconded by Joe Geissler), with one correction.
5. Request for Authorization to Apply for a Grant	• The revised Request for Authorization to Apply for a Grant was reviewed.	• One additional revision was requested on page 1, Question #1, final criteria currently reads: Will this grant have impact on any other department (is self-contained)? Revised to: Will this grant have impact on any other department (not self-contained)? • A motion to adopt the request form as proposed, with the understanding that as titles change in the future, those changes will be reflected in this document, was approved without dissent (moved by Joe Geissler and seconded by Darlene Diaz).
6. 2017-2018 Annual Committee Evaluation Survey		• The 2017-2018 Annual Committee Evaluation response was completed by the Committee during the meeting.
7. EMP Goal Assessment	• EMP recommended to PIE that we require that each unit/department or responsible party includes an update for the SCC goals (9 goals; 35 action items) in their annual plan (DPP). Previous conversations on that issue stalled and need to be revisited.	• Identify each responsible party for which actions items • Notify them that they are responsible for evaluating these actions items • Ask what progress has been made, what actions have been achieved • If no progress or achievement, why • If the why is not related to resources, what do they need; Have you completed this, if not, why not? • What is the assessment information deadline? May? This will be reflected in the Year-at-a-Glance document. • This will be integrated into eLumen.
8. Questions/Other		• Dr. Jan Armstrong, new OEC Dean of Student Services will be joining PIE at the next meeting

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
Next meeting	• The meeting was adjourned at 4:25 p.m. • Wednesday, November 7, 2018, 3:00 to 4:30 p.m., E-206	

Santiago Canyon College

2022 Accreditation Timeline

2018-19		2019-20		2020-21		2021-22	
Fall 2018	**Spring 2019**	**Fall 2019**	**Spring 2020**	**Fall 2020**	**Spring 2021**	**Fall 2021**	**Spring 2022**

Initial Meeting

Create Templates

Committee Standards & Evidence Training

Outline Next Steps

Reconvene Accreditation Committee

Begin ISER → Continue ISER → Continue ISER → Complete ISER → Finalize ISER Edits

Begin QFE → Complete QFE

Submit ISER to Board of Trustees

| Visit Planning | Visit |

ISER - Institutional Self Evaluation Report: the institution's self-evaluation on whether accreditation standards have been met and supporting evidence has been provided.

QFE - Quality Focus Essay: the self-identification of two or three "quality focus projects" the institution has analyzed, identified needed changes, development and improvement.

CCCCO Vision for Success Goals	Santiago Canyon College Educational Master Plan Goals
1. Increase by at least 20 percent the number of CCC students annually who acquire associates degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.	**I.** Support a college culture of academic excellence and personalized education **III.** Focus on student completion of pathways **VI.** Optimize access to physical, technological, human, and fiscal resources through data-informed, integrated planning and resource allocation processes **VIII.** Strengthen and refine the processes that integrate planning and resource allocation
2. Increase by 35 percent the number of CCC students transferring annually to a UC or CSU.	**I.** Support a college culture of academic excellence and personalized education **III.** Focus on student completion of pathways **VI.** Optimize access to physical, technological, human, and fiscal resources through data-informed, integrated planning and resource allocation processes **VIII.** Strengthen and refine the processes that integrate planning and resource allocation **IX.** Enhance and expand the college's community presence
3. Decrease the average number of units accumulated by CCC students earning associate's degrees, from approximately 87 total units (the most recent system-wide average) to 79 total units—the average among the quintile of colleges showing the strongest performance on this measure.	**III.** Focus on student completion of pathways **IV.** Improve communication within the college community **VI.** Optimize access to physical, technological, human, and fiscal resources through data-informed, integrated planning and resource allocation processes
4. Increase the percent of exiting CTE students who report being employed in their field of study, from the most recent statewide average of 60 percent to an improved rate of 69 percent—the average among the quintile of colleges showing the strongest performance on this measure.	**III.** Focus on student completion of pathways **VI.** Optimize access to physical, technological, human, and fiscal resources through data-informed, integrated planning and resource allocation processes **VII.** Maintain and enhance the college's technological infrastructure and facilities **VIII.** Strengthen and refine the processes that integrate planning and resource allocation **IX.** Enhance and expand the college's community presence

5. Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups, with the goal of cutting achievement gaps by 40 percent within 5 years and fully closing those achievement gaps within 10 years.	**II.** Support student success and equity by enhancing the integration of student services, instructional areas, and institutional initiatives **VI.** Optimize access to physical, technological, human, and fiscal resources through data-informed, integrated planning and resource allocation processes
6. Reduce regional achievement gaps across all of the above measures through faster improvements among colleges located in regions with the lowest educational attainment of adults, with the ultimate goal of fully closing regional achievement gaps within 10 years.	**II.** Support student success and equity by enhancing the integration of student services, instructional areas, and institutional initiatives **VII.** Maintain and enhance the college's technological infrastructure and facilities **IX.** Enhance and expand the college's community presence

College Funding Needs

Funded PIE Prioritized Items:				
Item	Description	Requested	One-Time Funding Approved	Notes/Rationale:
P #4, 16 and #22	Library Technician	$82,564	$24,000	One time funding for short term hourly to extend library hours.
IT #04	Music - Sound Equipment	$7,500	$7,500	Sound system in H-106 is inadequate for smaller perfomances in Music courses.
IT #17	Math - Camtasia	$1,014	$1,014	Software to support students by video recording faculty lectures and available to students.
IT #18	Math - TI Software	$1,360	$1,360	Software for faculty to teach graphing through calculator visualization software.
T #1 and #4	Forensics	$41,500	$20,000	Funding to support travel and registration for spring tournments and nationals.
T #2	MUN	$16,000	$20,000	Funding to support travel and registration for spring tournments and nationals.
T #4 and #06	Earth Science Field Trips	$3,500	$2,050	Funding to field trips required by course (entrance and transportation fees).
CS #1	Presto Sports	$3,000	$3,000	Funded as ongoing. Software required to reports athletic statistics in a timely manner.
CS #2	Marketing	$118,018	$50,000	Funding for Marketing Task Force.
TOTAL Funded from PIE:			$128,924	