Planning & Institutional Effectiveness Committee
MINUTES
Thursday October 12, 2017; 3:00-4:30pm A 213
Committee Members:

<table>
<thead>
<tr>
<th>MSC (2)</th>
<th>FACULTY (4)</th>
<th>CLASSIFIED (3)</th>
<th>STUDENT (1)</th>
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<tbody>
<tr>
<td>Takeo Kubo</td>
<td>Judith Bell</td>
<td>Dee Davis</td>
<td>Vacant</td>
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<td>Joyce Lui (absent)</td>
<td>Mary Cook</td>
<td>JoAnn McGowan</td>
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<td></td>
<td>Lucas Randall</td>
<td>Jasmine Phan</td>
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<td>Leslie Rice</td>
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1. Welcome/Introductions
2. Public Comments (2 minutes each)
   a. No public comments
3. Review and approve minutes (no minutes to approve-deferred to next meeting) Motion to approve is not necessary. Minutes are either approved “as read” or “as corrected” using the phrase “If there are no objections...”
   a. Approve minutes from September 28, 2017
4. Action Items—(Includes special orders, which are motions that must be decided before adjournment, and unfinished business, such as tabled items from previous meetings.)
   a. No Action Items
5. Old Business—(Includes only items which were previously decided and have been placed on the agenda for review and/or reconsideration.)
   a. Discussed District Strategic Priorities: Student Success
      i. Leslie brought up 21st Century skills
6. New Business—No new business
7. Adjournment
Strategic Priority 1: Student Success.

The San José-Evergreen Community College District will improve student success through a culture of evidence by providing structured education pathways and continuous support services that align with their educational and career goals, and promote responsible citizenship and civic engagement.

- Use data to improve *and* demonstrate
- How do you support students who are exploring and do not have clear goals?
- Does this support re-entry, ESL, etc – non-traditional students?
- This sentence is too long and combines too many ideas
- Why is this starting at the DO and not the campus?
- We wish we had more context for understanding where this came from
- We would like this to be less prescriptive – we want the information and perspective to integrate into our campus. We would like this to start at the campus.
- How is student success defined? What kind of student success is this – finding a career, collegial, transferrable skills, etc? That makes it difficult to understand this.
- We want to make sure we are not just teaching job skills, but providing soft skills that will transfer.

Objective 1: Increase the number of students earning a certificate, degree or transfer to a four-year institution.

This is not new.

Activities here do not tell how – what would we do.

Activity 1: Increase student learning and success of lower achieving populations identified by the student equity plans.

- What do we do to address the achievement gap? Suggested goal – break the achievement gap.
- Suggested activity –
  o develop faculty development for teaching these students
  o Cross-department activities – ie combine art and science
  o More outreach of faculty, staff, administration of groups we are trying to reach
Activity 2: Increase the number of Associate Degrees of Transfer.
Suggested activity
- Examine degree requirements. Can we make degrees more achievable
- Increase number of available degrees

Activity 3: Promote certificate and degree programs while enhancing the degree audit system and increase its use.
Suggested activity
- Increase number of certificates and licenses
- Review certificates for which are most useful to students

Activity 4: Improve articulation agreements with transfer institutions.

Objective 2: Expand the development of pathways and support services leading to educational goal completion.
- Is this the same, or a subpoint of objective 1?

Activity 1: Focus on academic counseling and student services
- Would like to see more interaction between counseling and faculty – more sharing of information about programs
- Assign counselors to each division with the expectation they will be at division, department meetings, understanding first hand what departments are doing. Look at the CTE model.

Activity 2: Adopting accelerated pathways
Where is the evidence that this is effective for our campus? Have departments investigate this for our campus and students.

Activity 3: Identifying paths, placing students on paths and encouraging completion.

- Shouldn’t students place themselves on paths? Is this trying to funnel students rather than broaden their options? Will this be designed to include broad areas for students who are exploring (i.e. general education pathway or general stem pathway)?

Objective 3: Increasing outreach and enrollment into CTE courses and programs.

- What are all our CTE programs? Academic faculty may not be familiar with them. In general, our programs are isolated and don’t know about the rest of the campus.

  - Suggested activity:
    - Get a webmaster and redesign the website. It is unusable. Other local community colleges have usable web sites. This is doable.

Activity 1: Increase outreach and enrollment into CTE courses and programs.

- Is this an activity or an objective?

Activity 2: Increase the number of internships for students.

- Should this also include apprenticeships?
- Who is in charge of this? Do we have this on campus?

Objective 4: Increase access, outreach and collaboration to improve college readiness of high school students.

- Instructors need to be trained to work with high school students. It is different than teaching college.
- Should adult ed and other points of entry be included in this objective?
**Activity 1:** Increase access (increase district participation rate) and outreach to regional high schools students (dual enrollment and San Jose Promise).

**Activity 2:** Expansion of articulation agreements with other schools.

- Should this be curriculum alignment with high schools?

**Activity 3:** Improve the placement process of incoming students (multiple measures)

**Activity 4:** Increase the number of internships.

- Should this be here? What do internships have to do with high school student readiness?

- Usually high school students do volunteer hours rather than internships.