

Strategic Planning Committee Minutes

2:00 PM – 3:00 PM • Thursday, September 17, 2020 • Zoom

Present:

Primavera Arvizu, Michael Carley, Anja Goebel, Kendra Haney and Catherine Hodges

Absent:

Andrea Anaya, Joe Cascio and Esmeralda Rodriguez

I. Call to Order

Mr. Carley called the meeting to order at 2:05 pm.

II. Approval of Agenda

Motion made to approve the September 17, 2020 agenda.

M/S/C: Primavera Arvizu/Kendra Haney

III. Approval of Minutes

Motion made to approve minutes from September 10, 2020.

M/S/C: Anja Goebel/Catherine Hodges

IV. Discussion Items

A. Guided Pathways Pillars/Vision for Success Goals

Tabled

VP Arvizu should have an update for the next meeting.

Next meeting pull up the GP Pillars and Vision for Success Goals.

B. Strategic Plan Draft Goals and Objectives

The committee resumed reviewing the Strategic Plan Outline, Goal 4.

The Strategic Plan will include the following information:

- Goal 4: Strengthen Organizational Effectiveness
 - Objective 1: Meet and Exceed External Standards
 - % Accreditation Institution Set Standards Met
 - 50% law
 - FT Faculty %
 - % college reserves (check with Arlitha)
Have not received the numbers back from Dr. Williams-Harmon. VP Arvizu is concerned about the referrals the State is doing this year.
The next couple of years will be difficult and it is unlikely we will be increasing our reserves. We need to see the data before a more finite target is set.
 - % district reserves
- Objective 2: Optimize Enrollment
 - Track FTES (2% growth per year)
Spoke with VP Russell and he stated 2% is a reasonable target. This will be challenging since we are in a virtual environment and this fall PC was down (17%) in enrollment. This plan is a three-year plan and the projections are for down the road not where we are now. By next fall we are hopeful the worst of COVID is over, though we will still be in a recession. It is typical to get a big enrollment increase during recessions.
 - HS enrollment yield
 - Dual enrollment (4% growth per year - consult McKenna & Thad)

Looking at a little higher target than FTES targets to keep a gradual growth. We usually get about 40% of recent high school graduates come to PC each year. When we start to look at the actual numbers, we can decide what to set goals on and what to track.

- # of dual enrollment sections per year
Designed for high school students, taken at the high school, and taught by either a high school teacher or college instructor.
- # of concurrent enrollments per year
Any high school student enrolled in a college course.
Dual is a sub-set of concurrent.
Professor Catherine feels it would be prudent to focus more on current enrollment than dual.

This is just an outline, we can talk with Enrollment Management down the line to see if we want to make changes.

- Objective 3: Increase Trust & Collaboration
Most recent survey was completed fall 2019. PC has not received the data from the survey as of yet.
If the committee likes the objective IR Director Carley can go over the questions once he receives the data.
 - 5 trust questions from climate survey (check for others in revised survey)
 - 9 communication questions from climate survey (check)
- Objective 4: Provide Professional Development Opportunities
 - 3 professional development questions from climate survey (check)
 - # internal candidates hired into new positions (can we get this/consult with HR)
 - Something from new staff dev survey?
The new survey is questions on what kind of training people want, but has not gone out yet.
VP Arvizu feels this is a big piece as staff development has come up in a lot of discussions (i.e. IEPI, Staff Development Committee, etc.). The main focuses this year with professional development has been ensure learning in the classroom as well as social justice and equity.
The Ensure Learning (GP Pillar 4) is a good integration into this objective.
IR Director Carley showed the draft of the staff survey. The purpose of the survey is to find out what things people want to see in professional development (best time of year, platform, technology, policies, etc.) IR Director Carley wants to determine if there is any questions Strategic Planning want to include in the plan to track.
On the old survey, there was only four professional development questions.
VP Arvizu feels that, “adequate training to do my work”, is an important question.

Do these objectives need to reflect the unique times? IR Director stated, the plan is a three-year document and we need to look towards the future and hopefully we will not still be dealing with COVID. At the time the current plan was created, PC was not expecting the pandemic. Professor Hodges thinks, maybe consider messaging one of the points to lean towards the societal changes. Professor Haney stated this is something to think about as we are spending a lot of time not on campus and the pandemic should

show somewhere as we have already talked about the pandemic will affect growth and dual enrollment.

Should our ability to handle crisis be a part of the plan?

Maybe this is something Dr. Habib will address in her message from the president.

○ Objective 5: Improve Facilities, Maintenance, & Safety

There are new flags/signs on campus hanging from the light pole around campus. VP Arvizu thinks something should be mentioned about the improvements around campus such as the hand sanitize stations and face shields put up around campus and the restrooms being upgraded to touchless commodes and sinks.

- Climate survey questions on facilities, maintenance & safety (check)
Maybe add to the survey a question regarding if your department was consulted before installing the hand sanitizing stations as in some areas the stations are in inconvenient spots.
- Student satisfaction survey questions on facilities, maintenance & safety
- # safety/security incidents (can we still get this?/consult with Todd)
- Should we include CLERY report items? (consult with Todd)
This report is on the website.
- % work orders completed (consult with John)

An important question is regarding the face of our campus as it is how we greet our students. We need to do a better job of maintaining the campus (more TLC). It was noticed that there were weeds along the fence that were waist high.

IR Director Carley said the committee can get more into the specifics later.

IR Director Carley went over the data. He will add 19-20 data once he receives it from district, highlighting the data we want to set goals for; this is just a draft.

He stated that PIO Perez can format the data to make more appealingly.

V. Announcements

VI. Future Agenda Items

Adjournment:

Meeting adjourned at 2:59 pm.