

Santa Rosa Junior College



INSTITUTIONAL PLANNING COUNCIL

Monday, April 8, 2019

Plover 526

1:30 PM – 3:00 PM

MINUTES **APPROVED**

VISION – SRJC aspires to be an inclusive, diverse and sustainable learning community that engages the whole person.

MISSION – SRJC passionately cultivates learning through the creative, intellectual, physical, social, emotional, aesthetic and ethical development of our diverse community.

- We focus on **student learning** by preparing students for transfer; by providing responsive career and technical education; and by improving students' foundational skills.
- We provide a comprehensive range of **student development** programs and services that support student success and enrich student lives.
- We support the **economic vitality, social equity and environmental stewardship** of our region.
- We promote **personal and professional growth** and cultivate joy at work and in lifelong learning.
- We foster **critical and reflective civic engagement** and thoughtful **participation in diverse local and global communities**.
- We regularly **assess, self-reflect, adapt, and continuously improve**.

Excerpted from SCJCD Board Policy 1.1 – Vision, Mission Statement, Values (approved October 8, 2013)

In attendance: Dr. Frank Chong, Pedro Avila, Patty Collis, Stephanie Dirks, Jeanne Fadelli, Karen Frindell-Teuscher, Karen Furukawa-Schlereth, KC Greaney, Vince Hamilton, David Harden, Kate Jolley, Cece Jones, Jan Kmetko, Jessica Melvin, Luz Navarrette Garcia, and Jane Saldaña-Talley

Absent: Abril Barbosa, Dorothy Battenfeld, Jean Farnham, Mary Sandberg, and Eric Thompson

Guests: Li Collier and Blair Lamb

1. **APPROVAL OF MINUTES (1:30-1:35)** From the meeting of March 25, 2019

Jane Saldaña-Talley motioned to approve the minutes, Patty Collis seconded, and Karen Furukawa-Schlereth abstained. Minutes were approved.

2. **COMMITTEE BUSINESS**

- a. Meeting location for Spring 2019 is 526 Plover

3. **INTEGRATED PLANNING**

IPC members are encouraged to review the minutes of the following shared governance and planning bodies at: <http://committees.santarosa.edu/> and to direct questions to the chairs of these committees/councils as needed:

- Academic Senate
- Student Government Assembly
- Budget Advisory Committee
- Classified Senate
- College Council
- Integrated Student Success Committee
- District Facilities Planning Committee
- Educational Planning and Coordinating Council
- Sustainability Committee
- Institutional Technology Group
- Petaluma Faculty Forum
- President's Consultation Council (pending)

4. **PLANNING UPDATES (1:35-1:45)**

- a. **Accreditation Update:** Vice President of Academic Affairs Jane Saldaña-Talley deferred her update to the ACCJC Annual Report and Institutional Goal Setting agenda item later in the meeting.
- b. **Administrative Update:** Superintendent/President Frank Chong announced a housing developer had been selected through a process led by Pedro Avila, Robert Ethington, and Kate Jolley with student, classified,

and faculty participation. Servitas will partner with local builder, Wright construction. They are proposing a 360 bed residence hall with potential to expand. Servitas submitted the most conservative bid and is funded by the developer using no bond or general funds. After construction costs and profits have been recouped through rents collected, it will then revert to the college. The housing will be built on the lot where the Foundation and Human Resources is currently located. A listening session to the board is scheduled tomorrow at 1:30.

The ERI (Early Retirement Incentive) is approaching the May 7th deadline. Dr. Chong attended DCC/IM and the SEIU Brown Bag meetings. A list of guiding principles is being developed to bring to SEIU, AFA, PCC and the Board for input. Co-Chair KC Greaney asked if this could be shared at IPC at the April 22nd meeting before going to the May Board meeting.

- c. **Budget Advisory Committee Update:** Vice President of Business Services Kate Jolley reported BAC is finalizing the Budget 101 presentation to send to the college community and will hold two listening sessions.

There were over 300 responses to the BAC survey and the committee is beginning to review the results.

- d. **PRPP Update:** Director of Institutional Research, KC Greaney reported the last AA PRPP training took place March 29th. PRPP CC is working on end of year evaluations and will review the PRPP this year.

5. **INSTITUTIONAL PLANS AND PLANNING**

- a. **ACCJC Annual Report and Institutional Goal Setting (1:45-2:00):** Vice President of Academic Affairs and SCJCD Accreditation Liaison Officer Saldaña-Talley shared this year's ACCJC Annual Report which was due last Friday. Institutional Set Standards for Student Achievement had been already been set by IPC for 17/18. This year's stretch goals have been added, and the same IEPI metric completion rates of 73% was used. The stretch goals have exceeded the actuals in each year. Stretch goals were not required for transfers, and stretch goals will be set going forward. The 18/19 goals are nearly complete, and IPC should be considering goals for 19/20. She suggested to tentatively set goals for 19/20 at the May meeting and review at the first IPC meeting in the fall.

The ACCJC Annual report and the fiscal report will be sent to all staff and posted to the accreditation website.

- b. **Student Equity and Vision Goal Setting (2:00-2:30):** Research Analyst Blair Lamb presented data on equity gap reduction for Student Equity and Vision Goals, and the resultant aggregated numbers to inform Institutional goal setting. The discussion included:
- Some groups include duplication of students--for example over 50% of LantiX are also first generation.
 - Completion rates for transfer level math are higher for male students in their first year.
 - Female students have a greater success rate in transfer level for English in their first year.
 - Why are the remaining DI groups after the 50% gap reduction the smallest groups? KC Greaney noted these groups have had persistent disproportionate impact over time. Bringing more students may change the number but not the outcomes.
 - Learning communities can make a difference to Pacific Islander and Native American students.
 - Pacific Islander males have typically been recruited for athletics. Are athletic students being invested in from an academic stand point? Would providing an academic coordinator to student athletes be helpful?
 - Would there be a difference between Asian Americans and Pacific Islanders? Blair noted the Chancellor's Office identifies Chinese, Native Hawaiian, Pacific Islander, and Filipino as separate groups and here they are combined.
 - Why are we measuring retention against the average and not for those groups who are above average?

- The Chancellor's office has regularly changed their methodology in defining disproportionate impact and it changed again this year to include some measure of statistical significance in addition to looking at how many percentage points off the group is from the average.

A document, SEA and Vision for Success Metrics: Goal Setting, which illustrates results using two methodologies developed for goal setting was distributed.

- One methodology to set goals is to take the average baseline data over the years and adding one standard deviation to the average.
- A second methodology is to reduce equity gaps by 50% and aggregate that change to develop districtwide goals.
- Baseline year for Vision for Success is 16/17 and for Student Equity is 17/18.
- Definitions for the Vision Goals and Student Equity Plan Goals can be found on the Goals Crosswalk document reviewed in previous IPC meetings.
- Student Equity Plan identifies what we can and should be doing to target resources to reduce equity gaps.

Vice President Jane Saldaña-Talley asked the group for a general consensus on the methodology to use to set these goals so it can be communicated to the student group and college population for input. The group discussed how to determine a method to use to set district wide goals.

- Use the +1 standard deviation method until there is evidence that supports a different method. It was noted there is good evidence that these are generally good practices that lead to outcomes.
- Look at the difference between the two methods and consider using different methods for different goals.
- Take a conservative approach considering resources.
- Base goals on trends.
- Adjust the methodology from the trends.
- Set goals that we want to reach and not what can be reached.

OIR will provide further information to IPC to review at the April 22nd meeting based on the discussion.

- c. **Focused Conversation: SRJC Degrees and Certificates Awarded (2:30-3:00)**: As a result of the IPC Poll ranking preferences for topics for Focused Conversations, Awards (degrees and certificates) got the most votes. IPC members expressed the desire to have less presentation and more conversation. Co-Chair KC Greaney reviewed historical overall awards in the SRJC Fact Book on [this page](#), and the detailed data in the SRJC Awards History. During a discussion the following were noted:
- An increase in duplicated students due to earning ADTs and Associate Degrees.
 - A spike in certificates due to the General Ed certificate. Every student who earns a degree will qualify for this certificate. Can show an employer a broader set of skills beyond a specific subject.
 - The number of certificates has been updated from a minimum of 18 to 16 to align with the Chancellor's office definition (which also aligns with the Federal Financial Aid definition).
 - Although number of students have declined, the number of degrees is increasing.
 - Would like to see a certificate for transfer engineering.
 - Industry specific certifications pull more weight than SRJC certificate in particular career fields.
 - There are a few instances where ADTs awarded have decreased, e.g. Administration of Justice and Business Administration, where the local degree was eliminated in favor of the transfer degree.

Future agenda Items for IPC Meetings:

April 22

- Goals
- Planned Conversation: Guiding Principles for Staffing

May 13

- Goals
- Planned Conversation: AB705