

Santa Rosa Junior College



INSTITUTIONAL PLANNING COUNCIL

Monday, February 24, 2020

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: Frank Chong, Pedro Avila, Patty Collis, Stephanie Dirks, Greg Drukala, Luz Garcia, Vince Hamilton, Alex Hays, Sean Martin, Amy Roscielle Flores, Jane Saldaña-Talley, Sandy Sigala, Eric Thompson, Julie Thompson

Proxy: Sarah Hopkins for Karen Furukawa-Schlereth

Absent: Dorothy Battenfeld, Maggie Fishman, Karen Furukawa-Schlereth, Kate Jolley, Jessica Melvin, Purnur Ozbirinci

1. **ANNOUNCEMENTS (1:30 – 1:35)**

The Press Democrat article about SRJC was released over the weekend, and the data that Josh Adams provided to help contribute to the article was shared with IPC. This does not tell the whole story, but it is part of the story. Please let us know if you would like additional information about this data. Sean Martin requested further discussion on the first three bullet points on the Enrollment Summary and this will be added to a future agenda.

The Title III/IV waiver was approved which opens the door to apply for other grants such as TRIO and HSI. Cathy Prince was able to get this done, and this has a huge financial impact related to grant funding and financial aid. Robert Holcomb was awaiting approval so he could apply for the HSI renewal grant. We expect to hear if that will be funded in June.

2. **APPROVAL OF MINUTES (1:35-1:40)**

From the meeting of February 10, 2020
Motioned: Stephanie Dirks, Seconded: Vince Hamilton. Unanimous approval.

3. **PLANNING UPDATES (1:40-1:50)**

a. **Administrative Update** (SRJC President Frank Chong)

In regards to the Press Democrat article, thanks to Sean and Eric for contributing. The article was fair and balanced. It's important for the community to know what SRJC is experiencing. The size of the college is dependent on the community that surrounds it. We were able to honestly explain the current state of our district. There are external factors that affect SRJC such as state funding or changes in regulations. There are many other community colleges going through the same thing right now. We are constantly working on how to deal with the declining enrollment. We need to talk about the student survey and really look at student satisfaction and how it's tied to

enrollment. Dr. Chong will present re-org 2.0 this week at town halls held on both campuses and then make recommendations to the Board in March. Feedback at these town halls is encouraged. There was a question regarding lobby efforts to change the repeatability factor. Not now, mainly because they are more focused on new students out of HS. It was the Board of Governors that made this change not the legislature. How will the budget be affected with the continuous decline in enrollment in terms of classified staff? We have a fire waiver for the next two years to help with this. Ultimately we need to grow our enrollment and perhaps we need to look at dual enrollment, expanding online and hybrid classes. We should also look at enhanced non-credit courses to build upon, which includes more job training focused courses. We need to be prepared for growth as well for the when the demand does increase again when the recession does come.

- b. Budget Advisory Committee Update (SRJC Vice President Kate Jolley)
Kate Jolley not able to attend IPC today. BAC meets tomorrow and will have an update at the next meeting.
- c. Academic Senate Update (Academic Senate President Eric Thompson)
They are hoping to wrap-up the faculty staffing policy soon. There is a rubric for faculty fund for advanced study (FFAS) and they are creating a guideline for awarding the funds. The equivalency will be the next item of focus soon. We are currently hiring 35 faculty, and need to clarify what the equivalency process is all about. We do grant equivalency in the majority of all cases, but the committee is very rigorous and professional but fair in their scrutiny. Creating diversification within the faculty pool is another work in progress.
- d. PRPP Update (Vice President, Academic Affairs/Asst. Supt., Jane Saldana-Talley)
The wrap/kick letter will go out this Wednesday and will include the final training dates. This will launch PRPP for the year.
- e. Update on Budget Reductions, Reorganization, and Restructuring Governance (as appropriate)
College Council met last week and received a report from the shared governance workgroup. There was a tremendous amount of work done. The Council received information about mandatory subjects of bargaining, 10+1 (Academic Senate) and 9+1 (Associated Student Government). The list of committees/councils/workgroups has been conveyed to AFA and SEIU to review as it relates to mandatory subjects of bargaining. This information will come back to College Council before the shared governance work is provided to the President.

4. INSTITUTIONAL PLANS AND PLANNING

- a. **ACCJC 2020 Annual Report (1:50-2:15)**: (Backup Materials: 2019 Annual Report)
IPC members reviewed the process and the report template for the 2020 Annual Report to ACCJC with a look back to the information submitted in last year's 2019 Annual Report. With support from OIR Research Analyst Greg Drukala, IPC will eventually review back-up data necessary to reach consensus on the responses to be submitted in the Student Achievement Data section of the 2020 ACCJC Annual Report.
 - The report is very similar to last year's
 - We will look at our standards and the outcomes
 - IPC will do an in-depth review
 - April 3rd is the due date for the 2020 report
 - Something new this year: need to provide a webpage link to our achievement data
 - We can pull the information from 2018/19 IPC meeting minutes on why we chose what we chose on last years 'course completion rates'
 - We had no stretch goal for number of certificates, degrees or transfers awarded
 - Angela to send out the 2020 report template to IPC prior to next meeting
 - Kate will provide the data for the annual fiscal report
 - Greg from OIR will create some data visuals from Tableau

- Will share a link with the IPC group for review for the March meetings
 - Senate meets on April 1st – can review during this meeting
 - Self-assessment process coming soon this spring starting with training by Stephanie Droker
 - Right after spring break faculty co-chair helps to organize the committee and get the word out about the process
- b. **IELM Partnership Review Team (PRT) (2:15-3:00):**
 President Chong provided an overview of the plans he is currently vetting with college leaders to bring an IELM Partnership Review Team (PRT) to the college.
- Began as an outgrowth from issues some colleges were having with accreditation
 - Peer review at institutions that seek help
 - We do get some financial support after working with a PRT. The amount for this cycle is \$250k.
 - SRJC is seeking help on 3 issues:
 - Enrollment management plan
 - Assistance on shared governance committees
 - Collegiality – find ways to better collaborate with each other
- Comments:**
- How do we recruit for this team?
 - The PRT is created to respond to our needs and is comprised of colleagues from other colleges. SRJC will decide who engages with the PRT and will include faculty, students, classified professionals and administrators.
 - Enrollment management can include a lot of different factors – outreach, recruitment, retention, online offerings, support services, etc.
 - Need a clearer vision of what it is we need to do with enrollment management
 - Need to be more aggressive in shaping the discussion with the state legislature
 - The issues have to be addressed in unison with colleges across the state
 - We don't want to lose enrollment to change to all online courses
 - Early indications from faculty feedback is that AB 705 is making equity gaps worse
 - This is why we need to pull the data to actually see the outcomes
 - Data points and evidence should be multifarious
 - Work with other unions across the state shows that organized lobbying can be effective
 - The effect on the students is more damaging than the data might indicate
 - Perhaps we are losing students due to AB 705
 - Could take 3 years before we see real data on the results of AB 705
 - Tutorial Center faculty indicate a percentage of students spent more time in the center in fall 2019 compared to fall 2018 – since AB 705 was implemented
 - Students are coming in for more than one subject now
 - Instructional assistants are working very hard to help these students – essentially teaching prerequisite skills
 - They see a lot of frustrated students because they don't have the prerequisite skills required for college level courses
 - We need the faculty, perhaps through Academic Senate, to help design the query for data to ensure we are putting an accurate narrative together about AB 705
 - We should also get feedback from the Counselors about this
 - Vince confirmed we do a lot more counseling now due to AB 705
 - Academic Senate needs to get involved in this conversation
- c. **Focused Conversation: ASCCC Accreditation Institute Take Aways (2:25-2:55):**
- Due to time constraints this item was tabled for next meeting.

Meeting adjourned at 3:00pm