



**College Council Meeting Minutes
November 25, 2019
2:30-4:00pm**

Present: Jichul Kim, Jessica Koshi-Lum, Lesley Hogan, Connie Tran, Jeffery Pulliam, Elona Kearney, Marsha Dubuk, Jill Rupp, Sil Xayamouangbo

Absent: Kevin McCarthy, Neal Parker, Warren Takata, Katherine Hansen, Carol Estrada, Cheryl Stover, Connor Moore, Matt Vielbig, Alma Meza, Joyce Nicholas, Lindsay Tanzi, Jacob Jackson, Stephanie Delaney

AGENDA

Minutes for October 28 – approved

Jichul Kim thanked everyone for the great work for preparing the accreditation. The New Standards has been streamlined and we will be using the sub-group work to prepare the accreditation. Thank you!

Jichul Kim provided an overview of today’s task and scoring of the Strategic Indicators/Key Performance Indicators. The indicators have been better defined and reduced from 51 to 36. The scoring of SI/KPI have been prepared in advanced and the group can agree or disagree as it is open for discussion. For details reference 2018-19 Strategic Plan Monitoring Report.

This is the scoring key that will be used

Progress Toward Goal	Score
Met	2
In Progress	1
Not Met	0

Strategic Goal 1: Learning

Strategic Indicator: One-year persistence overall & disaggregated by race/ethnicity (aligned to KPI 3)

Related Strategic Plan Objective 1.1: Increase student progress and completion

- One-year persistence rate overall
KPI Score = 1 (no changes)
- One-year persistence rate disaggregated by race/ethnicity
SI Score (no changes)

Strategic Indicator: 3-Year Completion rates overall & disaggregated by race/ethnicity (aligned by KPI 7)

Related Strategic Plan Objective 1.1: Increase student progress and completion

- 3-Year Completion rates
SI Score = 2 (no changes) This is due to higher completion rate in certificate vs degree
- 3-year completion rates disaggregated by race/ethnicity
SI Score = 1 *this is changed to 2 because the % is narrow enough to have met goal

Strategic Indicator: Transition rates overall & disaggregated by race/ethnicity (aligned to KPI 15)

Related Objective 1.1: Increase student progress and completion

- Transition rates (College & Career Pathways students)
SI score = 2 (no changes)
- Transition rates disaggregated by race/ethnicity
- KPI score = 0 (no changes since we did not meet the goal)

Key Performance Indicator #8: DTA student transition and/or completion rate

Related Objective 1.1: Increase student progress and completion

- Transition and/or completion rates are at least 2% higher than the previous year.
KPI score = 0 (no changes)

Key Performance Indicator #12: Course and program learning formats

Related Objective 1.1: Increase student progress and completion

- Maintain or increase the number of evening and/or online/hybrid course offerings
KPI Score = 1 (no changes)
- Number of evening courses (total for academic year)
KPI Score = 0 (no changes)

Strategic Indicator: Student satisfaction with programs and services (CCSSE, SENSE, annual student survey) (aligned to KPI 5)

Related Objective 1.2: Provide comprehensive student support services

- Annual Student Survey benchmark average rating scores are higher than 4 (80%) out of 5.
KPI Score = 2 (no changes)

Strategic Indicator: Resources allocated to professional development activities

Objective 1.3: Foster continuous growth and professional development of faculty and staff

- *Amount of resources allocated to professional development activities is higher than the previous year*
SI Score = 1 (no changes)

Strategic Indicator: Student learning outcomes assessment (aligned to KPI 6)

Objective 1.4: Develop and implement a college-wide learning assessment strategy

- Course and program outcomes
SI Score = 2 (no changes)
- Systematic assessment plan and timeline
SI Score = 2 (no changes)
- Program review implementation and timeline
SI Score = 1 (no changes) note: have not received final schedule and Jichul to follow up with instruction group

STRATEGIC GOAL 2: EQUITY

Strategic Indicator: Course success rates (aligned to KPI 4)

Objective 2.1: Close equity gaps for underrepresented, low-income, and first generation college students

- Course success rates (pass 2.0 or higher)
SI Score = 1 (change to 0; have not met goal)
- Course success rates (pass 2.0 or higher) disaggregated by race/ethnicity
SI Score = 1 (change to 0; have not met goal)

Strategic Indicator: One-year persistence by race (aligned to KPI 3)

Related Objective: 2.1 Close equity gaps for underrepresented, low-income, and first generation college students

- One-year persistence rate overall
KPI Score = 0 (can do better next year)
- One-year persistence rate disaggregated by race/ethnicity
SI Score = 1 (change to 0; have not met goal)

Strategic Indicator: 1st to 3rd quarter retention overall (aligned to KPI 2)

Objective 2.1: Close equity gaps for underrepresented, low-income, and first generation college students

- 1st to 3rd quarter retention rate overall
SI Score = 1 (change to 0; have not met goal)
- 1st to 3rd quarter retention rate, disaggregated by race/ethnicity
SI Score = 1 (change to 0; have not met goal)
- 1st to 2nd quarter retention rate overall
SI Score = 1 (change to 0; have not met goal)
- 1st to 2nd quarter retention rate disaggregated by race/ethnicity
KPI Score = 2 (no change)

Strategic Indicator: Increase enrollment of underrepresented students in prof-tech programs

Objective 2.1: Close equity gaps for underrepresented, low-income, and first generation college students

- Enrollment percentage of students of color in prof-tech programs
SI Score = 2 (no change)

Strategic Indicator: Employee demographics (aligned to KPI 16)

Objective 2.2: Attract, hire, and retain diverse faculty and staff

- Race/ethnicity breakdown for faculty/staff and local area
SI Score = 2 (no change)

Strategic Indicator: Employee retention rates

- Objective 2.2: Attract, hire, and retain diverse faculty and staff
SI Score = 2 (no change) Note: based on full time staff only

STRATEGIC GOAL 3: COMMUNITY

Strategic Indicator: Placement rates (aligned to KPI 11)

Objective 3.1: Prepare skilled workers and leaders for the businesses and industries that power our regional and global economy

- Estimated placement rates (DLOA database)
SI Score = 0 (no change)

Strategic Indicator: Licensure and certification pass rates (aligned to KPI 9)

Objective 3.1: Prepare skilled workers and leaders for the businesses and industries that power our regional and global economy

- Licensure and certification pass rates
SI Score = 2 (no change)
- Estimated wages of graduates
SI Score = 2 (no change)

Strategic Indicator: Percentage of programs that qualify as high-demand

Objective 3.1: Prepare skilled workers and leaders for the businesses and industries that power our regional and global economy

- The percentage of high-demand programs
SI Score = 0 (no change)

STRATEGIC GOAL 4: INSTITUTIONAL STRENGTH

Strategic Indicator: Recommendations cleared during next Year Seven accreditation visit

Objective 4.3: Implement intentional systems improvement

- Four recommendations cleared during Year Seven accreditation visit in 2021.
SI Score = 0 (no change)

Strategic Indicator: Fill rates

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- Fill rates
SI Score = 0 (no change)

Key Performance Indicator #18: Budget-to-actual variance

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- Budget to actual variance
SI Score = 0 (no change)

Strategic Indicator: FTE enrollment (aligned to KPI 19)

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- FTE allocation vs. FTE actuals
SI Score = 0 (no change)

Strategic Indicator: FTE enrollment by student intent (aligned to KPI 20)

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- FTE by institutional intent area
SI Score = 0 (no change)

Strategic Indicator: Donations (aligned to KPI 21)

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- Number and dollar value of donor gifts
SI Score = 1 (no change) Note: data is from Foundation

Strategic Indicator: Grants and contracts funding (aligned to KPI 22)

Objective 4.2: Increase financial security by maximizing professional-technical programming and through the diversification of funding

- Number and dollar amount of grants funded
SI Score = 1 (change to 0) Note: this information is from the Business Office

Jichul concluded the meeting noting that originally we scheduled the scoring of the KPI/SI in two meetings but we have successfully done it in one meeting. Great job team! The next meeting is scheduled for next Monday and Kevin McCarthy will go over the vision of College Council.

Next meeting: December 2, 2019 from 2:30 pm – 4:00 pm in C110

All schedule/agenda/minutes for the 2019-20 academic year are listed on the [College Governance: College Council Webpage](#)

Future meetings for the 2019-2020 will be held in C-113 from 2:30 pm to 4:00 pm

January 27, 2020
February 24, 2020
March 23, 2020
April 20, 2020
May 11, 2020
June 15, 2020