



STRATEGIC PLANNING COUNCIL AGENDA

Date: September 1, 2015
Starting Time: 2:00 p.m.
Ending Time: 3:45 p.m.
Place: **AA-140**

CHAIR: Gonzales

MEMBERS: Barton, Dryden, Falcone, Gonzales, Holmes, Larson, Laughlin, Lienhart, Moore, Navarro, Perez, Popielski, San Juan, Smiley, Sourbeer, Spence, Stockert, Talmo, Titus, Wick

RECORDER: Ashour

	Attachments	Time
A. <u>MINUTES</u>		2 min
1. Approve Minutes of May 5, 2015		
2. Approve Minutes of August 12, 2015		
B. <u>INTEGRATED PLANNING MODEL</u>		
1. Review of 2015-2016SPC Timeline		10 min
2. Strategic Plan 2016 Year 3 Goals and Objectives	Exhibit B2	10 min
3. Governance SPC Self-Evaluation		20 min
C. <u>INFORMATION/DISCUSSION</u>		
1. FTES Presentation		15 min
2. Budget Presentation		10 min
3. Enrollment Trends	Exhibit B3	10 min
D. <u>ACCREDITATION</u>		5 min
1. Accrediting Commission Actions and Policy Updates		
2. Palomar Accreditation Update		
E. <u>REPORTS OF PLANNING COUNCILS</u>		10 min
1. Finance & Administrative Services Planning Council – Ron Perez		
2. Human Resource Services Planning Council – Mike Popielski		
3. Instructional Planning Council – Dan Sourbeer		
4. Student Services Planning Council – Brian Stockert		
F. <u>REPORTS OF CONSTITUENCIES</u>		10 min
1. Administrative Association – Justin Smiley		
2. Associated Student Government – Malik Spence		
3. CCE/AFT – Dan Dryden		
4. Confidential/Supervisory Team – Zeb Navarro		
5. Faculty Senate – Greg Larson		
6. PFF/AFT – Shannon Lienhart/Teresa Laughlin		
G. <u>OTHER ITEMS</u>		



STRATEGIC PLANNING COUNCIL MEETING MINUTES September 1, 2015

A regular meeting of the Palomar College Strategic Planning Council scheduled September 1, 2015, was held in AA-140. Interim President Adrian Gonzales called the meeting to order at 2:00 p.m.

ROLL CALL

Present: Barton, Dryden, Falcone, Furch, Gonzales, Holmes, Larson, Laughlin, Lienhart, Magnuson, Moore, Nagtalon, Navarro, Perez, Popielski, San Juan, Sivert, Sourbeer, Smiley, Stockert, Talmo, Titus, Wick
Guest: Elizabeth Schoneman
Recorder: Cheryl Ashour

A. MINUTES

1. Approve Minutes of May 5, 2015

MSC (Stockert/Sourbeer) to approve the Minutes of May 5, 2015 as presented.

2. Approve Minutes of August 12, 2015

The August 12, 2015 SPC Minutes were revised: In the first sentence, the words "President Robert Deegan" was replaced by "Interim President Adrian Gonzales".

MSC (Sourbeer/Laughlin) to approve the revised Minutes of August 12, 2015

B. INTEGRATED PLANNING MODEL

1. Review of 2015-2016 SPC Timeline

This item was postponed until the next SPC meeting.

2. Strategic Plan 2016 Year 3 Goals and Objectives

This item was postponed until the next SPC meeting.

3. Governance SPC Self-Evaluation

This item was postponed until the next SPC meeting.

C. INFORMATION/DISCUSSION

1. FTES Presentation

Dan Sourbeer reviewed how FTES is generated, how enrollment is calculated, reaching the FTES target, and large college status.

2. Budget Presentation

Ron Perez reviewed a two-year budget summary, the budget history from the last five years, district-wide concerns, 2015-16 FTES projection, 2015-16 simulation as a large college, stability funding, and a simulation based on moving to a medium college. He stated that he has contacted the Chancellor's Office to find out if Palomar could open the South Center if the College was in stability funding.

3. Enrollment Trends (Exhibit C3)

Kendyl Magnuson distributed and discussed two documents: FTES with borrowing from the summer and FTES without borrowing from the summer FY 2012-13 through FY 2015-16. He stated the College generates an average of 18,000 to 18,268 each fiscal year without borrowing.

Adrian Gonzales led a discussion on the impact to the College if it moves to a medium college status. Teresa Laughlin stated faculty were concerned about layoffs if the FON was to go down. Mr. Gonzales responded that Palomar will be in contact with the Chancellor's Office regarding its FON number when it is time to hire new faculty in the spring. He stated there will be a review of out-of-class positions, workload, and needs of departments, which may mean positions are reshaped to fit the need. The influence of the South Center was discussed. Mr. Gonzales stated that the South Center is not about growth but to help stabilize the

District's enrollment in that area. A South Center implementation team will soon be created; it will do a needs assessment, look at course and program offerings, staffing, and costs.

Planning for this fiscal year was discussed. Michelle Barton reviewed the plans that need to be updated. It is an opportunity for employees to discuss enrollment management, budget, staffing, technology, student success and equity, and communication so that the Plans help us as an institution. Dialogues throughout the College will be created to formulate strategies that will retain our existing students and increase enrollment. There was discussion on the need to coordinate the outreach done by various departments, to target 21-30 year olds, and to strengthen high school outreach. Ms. Barton reviewed what type of student was part of the 500 FTES loss. Mr. Gonzales led a discussion on strategies to increase enrollment and retain students: curriculum development, adult education, high school cross-enrollment, and the trades in the South Center. Discussion will continue in the Councils and opportunities will be provided campus-wide in the fall for employees to participate.

D. ACCREDITATION

1. Accrediting Commission Actions and Policy Updates

Dan Sourbeer reported on the findings from the Chancellor's Office *Task Force on Accreditation*.

2. Palomar Accreditation Update

Dan Sourbeer provided an accreditation update. He stated that the Steering Committee is getting organized. Those on the committee should be contacting its constituent group for input.

F. REPORTS OF PLANNING COUNCILS

1. Finance and Administrative Services Planning Council

There was no report.

2. Human Resource Services Planning Council

There was no report.

3. Instructional Planning Council

Dan Sourbeer reported that IPC met and reviewed accreditation, FTES and planning.

4. Student Services Planning Council

Adrian Gonzales reported that SSPC also reviewed accreditation, FTES and planning at its last meeting.

G. REPORTS OF CONSTITUENCIES

1. Administrative Association

There was no report.

2. Associated Student Government

Michael Nagtalon reported that new senators were recently elected.

3. CCE/AFT

There was no report.

4. Confidential/Supervisory Team

There was no report.

5. Faculty Senate

No was no report.

6. PFF/AFT

Shannon Lienhart reported that PFF is reviewing its membership list and preparing for a vote on the contract; the target is to have the vote completed so it can be included in the September 22 Governing Board meeting.

H. OTHER**1. Presidential Search**

Adrian Gonzales discussed the progress of the presidential search.

I. ADJOURNMENT

There being no remaining items, the meeting was adjourned at 3:30 p.m.

PALOMAR COLLEGE

Strategic Plan 2016

Vision

Learning for Success

Mission

Our mission is to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. As a comprehensive community college, we support and encourage students who are pursuing transfer-readiness, general education, basic skills, career and technical training, aesthetic and cultural enrichment, and lifelong education. We are committed to helping our students achieve the learning outcomes necessary to contribute as individuals and global citizens living responsibly, effectively, and creatively in an interdependent and ever-changing world.

Values

Palomar College is dedicated to empowering students to succeed and cultivating an appreciation of learning. Through ongoing planning and self-evaluation we strive for continual improvement in our endeavors. In creating the learning and cultural experiences that fulfill our mission and ensure the public's trust, we are guided by our core values of

- **Excellence** in teaching, learning, and service
- **Integrity** as the foundation for all we do
- **Access** to our programs and services
- **Equity** and the fair treatment of all in our policies and procedures
- **Diversity** in learning environments, philosophies, cultures, beliefs, and people
- **Inclusiveness** of individual and collective viewpoints in collegial decision-making processes
- **Mutual respect** and **trust** through transparency, civility, and open communications
- **Creativity** and **innovation** in engaging students, faculty, staff, and administrators
- **Physical presence** and **participation** in the community

Goals and Objectives

Strategic Plan 2016 YEAR 2

Goal 1: Student Learning

Support excellence in instruction and academic programs and services to improve student learning.

Student Direction and Progress

Objective 1.1: Increase the percentage of students beginning remediation in their first year at the college and completing their remediation within three years.

Objective 1.2: Develop and implement model for establishing career pathways for all disciplines and programs.

Objective 1.3: Ensure adequate tutorial support for distance education. (ACCJC recommendation)

Objective 1.4: Provide students at Camp Pendleton accessible student services commensurate with the offerings at the San Marcos and Escondido sites. (ACCJC recommendation)

Assessment, Analysis, and Planning/Decision-making

~~Objective 1.3: Place SLOACS and SAOACS at the center of Program Review and Planning, strategic planning, and resource allocation processes.~~

Objective 1.5: Improve the understanding of the role and value of Institutional Learning Outcomes among faculty, staff, administration and students.

Objective 1.6: Increase faculty to exceed FON by at least one per year if the budget allows.

Goal 2 Student Support and Success

Implement effective pathways that support student access, progress, and completion.

Student Direction and Progress

Objective 2.1: Implement a coordinated outreach plan that employs internal and external outreach strategies.

Student Connections and Support (Palomar Access to Student Success or PASS)

Objective 2.2: Evaluate and refine the College's intake and orientation process including the Early Acceptance Program.

Objective 2.3: Increase student awareness and use of appropriate support services by expanding the First Year Experience program so that it is available to all incoming students.

Objective 2.4: Develop and implement enhanced technologies (student portal, an online education planning tool, and an electronic degree audit system) to support student success.

Objective 2.5: Modify the College's website to improve student access to support services.

Goal 3: Partnerships

Strengthen educational, business, and community partnerships to increase college connections and student learning experiences.

Objective 3.1: Establish faculty councils with high school partners to improve alignment of curriculum and student transition.

~~Objective 3.2: Establish an advisory council made up of business and community members in order to learn how the college's programs and services can best serve the community.~~ (SPC: I recommend deleting this comment as we will not have a new Superintendent/President in place until January at the earliest and then that individual will need some time to settle in. Realistically, I doubt this could be done this year.)

Objective 3.2: Increase external funding through grants and partnerships within the community.

Goal 4: Human Resources and Professional Development

Recruit, hire, and support a diverse faculty and staff who are committed to student learning and achievement.

Objective 4.1: Rebuild staffing levels to support priorities identified in Staffing Plan 2016, if the budget allows.

Objective 4.2: Assess the effectiveness of the faculty and staff hiring processes, and identify recommendations to strengthen the college's ability to attract and recruit diverse candidates for employment.

Objective 4.3: Increase professional development opportunities to strengthen the technological knowledge and skills of faculty and staff.

Objective 4.4: Implement professional development opportunities that support faculty innovation in teaching and learning. (removed research-based language per SPCs request)

Objective 4.5: Create an environment that includes the participation of all employees in participatory governance and appropriate councils, committees, subcommittees, task forces, and workgroups. (ACCJC Recommendation)

Goal 5: Facilities and Infrastructure

Ensure that existing and future facilities and infrastructure support student learning, programs, and services.

Objective 5.1: Develop operational plans for opening the South Education center.

Objective 5.2: As identified in Master Plan 2022, carry out the next three years of planned facilities projects on the San Marcos campus.

8/26/2015 K. Magnuson

Palomar College No Borrowing FTES

	1	2	3	4	5	6	7	8	9	10	11
1											
2	Categories		FY 12-13		FY 13-14		FY 14-15		FY 15-16	Difference	Percent
3			<i>Final</i>		<i>Final</i>		<i>Final</i>		<i>Projection 08/25/15</i>		
8	First Summer		1198.85		1519.86		1645.32		1645.20	(0.12)	100.0%
9											
16	Fall		8506.03		8521.22		8631.82		8290.11	(341.71)	96.0%
17											
24	Spring		8433.15		8455.23		8119.33		8085.56	(33.77)	99.6%
25											
30	Second Summer		15.46		169.05		169.94		167.18	(2.77)	98.4%
31	TOTALS										
32	Credit		17289.15		17823.67		17811.21		17410.77	(400.44)	97.8%
33	f-factor Cr		65.48		83.43		83.92		84.00	0.08	100.1%
35	Concurrent PE		-2.77		-3.14		-3.47		-3.14		90.5%
36	Total Credit		17351.86		17903.96		17891.66		17491.63	(400.03)	97.8%
37	Total Noncredit		864.34		841.68		755.20		777.27	22.07	102.9%
38	Grand Total		18216.20		18745.64		18646.86		18268.90	(377.96)	98.0%
39											