



STRATEGIC PLANNING COUNCIL AGENDA

Date: September 15, 2015
Starting Time: 2:00 p.m.
Ending Time: 3:45 p.m.
Place: **AA-140**

CHAIR: Gonzales

MEMBERS: Barton, Dryden, Falcone, Furch, Gonzales, Holmes/Schoneman, Larson, Laughlin, Lienhart, Moore, Nagtalon, 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 September 1, 2015		
B. <u>INFORMATION/DISCUSSION</u>		
1. Summary of Web Revamp Task Force	Exhibit B1	10 min
2. Streaming Server Update	Exhibit B2	10 min
3. Comet Information Exchange		10 min
C. <u>INTEGRATED PLANNING MODEL</u>		
1. Review of 2015-2016SPC Timeline		10 min
2. Strategic Plan 2016 Year 3 Goals and Objectives	Exhibit C2	10 min
3. Governance SPC Self-Evaluation		20 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>		5 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>		
1. Political Economy Days/Ian Ruskin	Exhibit G1	



STRATEGIC PLANNING COUNCIL MEETING MINUTES September 15, 2015

A regular meeting of the Palomar College Strategic Planning Council scheduled September 15, 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, Nagtalon, Navarro, Popielski, San Juan, Sivert, Sourbeer, Talmo, Wick
Absent: Magnuson, Moore, Perez, Smiley, Stockert, Titus
Recorder: Cheryl Ashour

A. MINUTES

1. Approve Minutes of September 1, 2015

MSC (Sourbeer/Barton) to approve the Minutes of September 1, 2015 as presented.

B. INFORMATION/DISCUSSION

1. Summary of Web Revamp Task Force (Exhibit B1)

Jack Kahn and Najib Manea summarized the work of the Web Revamp Task Force and stated that the Task Force has completed its work. Mr. Manea reviewed the number of: sites launched, sites not yet launched, exemptions, no response, and sites in process. There was consensus in the Task Force that the College needs help in managing the web content and recommended someone be hired to coordinate the work. The departments that have not responded or are in process may not have the staff or expertise to complete the work and may need assistance.

2. Streaming Server Update (Exhibit B2)

Jack Kahn and Najib Manea distributed and reviewed a procedure on having media placed on the new Streaming Media Server. The new procedure will comply with the Teach Act. Mr. Gonzales directed Dr. Manea to work with the library to attach it to a policy and finalize the procedure. The policy and procedure will then be sent to the Policies and Procedures Committee through IPC and go through the process to be approved. The College is a member of the Policies and Procedures Service through the Community College league, which could assist, if needed.

3. Comet Information Exchange (Exhibit C3)

Shayla Sivert and Kelly Falcone discussed a proposed website to hold the information from the councils and committees, in order for faculty and staff to see the conversations that are happening around campus. They reviewed the ways the information could be utilized: read continuously, key words tagged and pulled up, specific links. Discussion ensued on the layout, what could be included, who would have access to add information, and if the reports of council meetings would just be posted to the website, or continued to be emailed. Members were asked to think about how the idea could be implemented. It was suggested that the Comet Information Exchange come back as a first reading, using the governance councils as a pilot this semester to test it out.

C. INTEGRATED PLANNING MODEL

1. Review of 2015-2016 SPC Timeline

Michelle Barton reviewed the 2015-2016 SPC Timeline. She discussed the dates to complete the goals and objectives of the Strategic Plan 2016, the Year 3 Action Plan, and the SPPF process. It was recommended that besides continuing to work on program review and planning, SPC would focus on a theme/big picture item, with the suggestion being enrollment (efficiency, messaging/marketing, access/growth, retention, student success/equity). Within enrollment, messaging and marketing is a big topic, both institutionally and at the program level, and SPC previously discussed the challenges with access, growth, retention, student success and equity.

It was suggested that the Councils could be the hubs of dialogues (identify themes, global strategies, tools needed). Information would be brought to SPC, who would decide on the timeline, accountability, feasibility, prioritization, and resources. Discussion ensued on strategies to incorporate the campus community into these discussions, such as discuss it at the council and committee meetings, attend normal department/division meetings, and offer forums to those who don't have department meetings. It was suggested that a task force could be formed to do the work, and perhaps utilize an enrollment or marketing expert to assist.

After discussion SPC members agreed to focus on the enrollment theme during the fall. A task force will be formed, titled the Enrollment Task Force. Members of the Task Force will seek input from the campus community on specific questions through focus groups and attending department/division meetings. There will be structured dialogue in the councils. The councils will then provide the feedback to the Task Force, who will organize the themes, recommend strategies and present them to SPC; strategies will be implemented in the spring. The Task Force will be composed of two representatives from faculty, administrators, classified, and students, but members do not need to be from SPC. Mr. Gonzales requested constituent leaders appoint representatives to the Task Force. The faculty will decide if they want one representative from the Faculty Senate and one representative from the PFF. Members of the Task Force can have an alternate or utilize others to assist.

2. Strategic Plan 2016 Year 3 Goals and Objectives

Michelle Barton reviewed the goals and objectives of the Strategic Plan 2016 Year 3. It was requested that Objective 3.2 remain but be reworded, as it relates to the enrollment theme. Everyone agreed. The Strategic Plan 2016 Year 3 Goals and Objectives will return to SPC as a first reading at the next meeting. There was consensus to move forward right away on the objectives in Year 3.

Discussion ensued on allocating SPPF funds differently this year. After discussion it was agreed that SPPF funds should be used for one or two specific strategic goals, such as the enrollment theme. Members discussed the possibility of concentrating on marketing and using the funds to complete Strategic Plan Year 3 *Objective 2.1: Implement a coordinated outreach plan that employs internal and external outreach strategies*. Everyone agreed that it would be nice to complete a big project that is in our Strategic Plan Year 3 that we can see across campus. This item will return as an action item at the next meeting.

3. Governance SPC Self-Evaluation

Michelle Barton stated that she will email the results of the SPC self-evaluation to members for review; it will be discussed at the next meeting.

D. ACCREDITATION

1. Accrediting Commission Actions and Policy Updates

There was no update.

2. Palomar Accreditation Update

Dan Sourbeer reported that the Nursing Accreditation is next week.

F. REPORTS OF PLANNING COUNCILS

1. Finance and Administrative Services Planning Council

There was no report.

2. Human Resource Services Planning Council

Mike Popielski reported that HRS had an orientation at its meeting last week.

3. Instructional Planning Council

Dan Sourbeer reported that IPC reviewed and approved the faculty hiring priority list. Discussion ensued on the FON and the number of faculty that will be hired next year. Shannon Lienhart reminded members that through the efforts of PFF, the legislature gave extra funding to community colleges for additional faculty. She requests that the number of faculty be increased after the FON number is determined, according to the amount of extra money Palomar will receive for this purpose.

4. Student Services Planning Council

There was no report.

G. REPORTS OF CONSTITUENCIES**1. Administrative Association**

There was no report.

2. Associated Student Government

There was no report.

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

There was no report.

H. OTHER**1. POLITICAL ECONOMY DAYS**

Teresa Laughlin reported that Ian Ruskin will be giving a one-man show on labor titled *From Wharf Rats to Lords of the Docks* in the Howard Brubeck Theater at 2:00 p.m. on October 14, 2015, as part of the Political Economy Days. She requested that everyone distribute the flyer and attend. Ms. Laughlin will send the flyer to Cheryl Ashour to distribute to members.

2. GALA

Adrian Gonzales congratulated Rich Talmo on behalf of the Foundation for another successful GALA. Mr. Talmo stated that the Foundation net \$250,000 at the event.

I. ADJOURNMENT

There being no remaining items, the meeting was adjourned at 3:53 p.m.

Website Revamp Update – 9/11/2015

Total sites: 186 (Number of sites required to use the official template)

Total sites launched: 90 (~48%)

Sites not yet launched: 96 (~52%)

Exemptions requests submitted: 5

Exemptions approved: 1

Exemptions denied: 0

No response: 28 (This number represents the site maintainers that have been contacted by email but did not respond or schedule an appointment with me. In some cases the site maintainer has retired and no replacement has been named.)

Sites in process: 64 (This number represents sites for which their maintainers have already met with me and are, presumably, working on converting their site over.)

Streaming Server

Proposed Streaming Media Workflow Procedure

1. Instructor will complete the online Academic Technology Resource Center (ATRC) TEACH Act Compliance Checklist Form to have media placed on the new Streaming Media Server

Within the online form decisions will be made by the Instructor based on:

- If Library owns the title in a streaming database (e.g. Films on Demand, Intelcom, etc.) or as a DVD or VHS title then Instructors will be referred to the Reference Desk for assistance in accessing streamed content or physical media.
 - If media is not available from the Library, then the Library Department may purchase a copy if (a) funds are available and (b) the request meets the general resource materials selection policy. An Academic Department or Individual Instructor may also donate the media if it meets the general resource materials selection policy. If so, the media will then be added to the Steaming Server (SS) Reserve collection.
2. Instructor will receive a compliance checklist confirmation (upon completing the TEACH Act checklist).
 3. Instructor will bring compliance checklist confirmation to the Library Circulation Desk.
 4. Library will verify from the compliance checklist that media bibliographic data is accurate.
 5. Library will notify ATRC that a media request has come in.
 6. ATRC will verify if media is a foreign language film and will not require captioning.
 7. ATRC will notify Disability Resource Center (DRC) that a media item requires closed captioning.
 8. DRC will notify ATRC if funds are available to close caption the media.
 9. If funds are not available ATRC will notify the Library and the Library will inform the Instructor that the media will not be processed.
 10. If funds are available ATRC will notify the Library. Library will deliver media to ATRC to be digitized/captured and placed on the streaming media server that can be accessed through the college's Learning Management System (LMS).
 11. If closed captioning is required ATRC will inform the DRC that media has been uploaded and can be processed for closed captioning.
 12. ATRC will return media to the Library
 13. Library will add media to the SS Reserve collection.
 14. Library will notify the Instructor the item is now in the SS Reserve collection.
 15. Once captioning is complete ATRC will notify Instructor that media is now ready for use in their course.

Media Requirements

1. Must use digital version if it exists. (DVD, Blu-Ray, Digital Downloaded File)
2. If no digital version exists original VHS tapes will be acceptable.
3. Closed captioning is required of all English language titles.
4. Foreign language films may have subtitles turned on if requested.
5. Foreign language films with will not require closed captioning.
6. Must be kept on permanent reserve in the SS Reserve Collection.

Final Approval

The procedure will require final approval from the Dean/Vice President/Governing Board.

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.

Ian Ruskin

Ian trained at The Royal Academy of Dramatic Art in London. In England, he worked in Repertory Theater, London's West End (including the title role in *Jack the Ripper*), television (including the Olivier *King Lear*) and film. In Los Angeles, his work has ranged from *Murder She Wrote* to the acclaimed one-man play, *The Man Himself*. He has also done extensive voice work in radio, commercials and in over 100 films and television programs.



Photo by Veronica Puleo

He has performed the play over 250 times across America and in Canada, Hawai'i, Australia and England. The film of a live performance in front of 1,000 longshore workers, directed by legendary filmmaker, Haskell Wexler, aired on public television stations for four years and is available on DVD at: <http://theharrybridgesproject.org/store.html>.

The New Play

Ian's new one-man play, *"To Begin the World Over Again: the Life of Thomas Paine"* about America's one truly radical Founding Father is now available for bookings at www.thelifeofthomaspaine.org. It premiered at the Floyd and Dolores Jones Playhouse in Seattle and on opening night of Grand Performances in Los Angeles. Ian has since performed it for National Nurses United, The California Federation of Teachers, The Americal Philosophical Society, the University of Oregon, The California Judges Association, Harvard Law School, UCLA and the Organization of American Historians, among others. The film of a live performance will air next year on public television stations so that Paine's words can ring out in a Presidential election year!

It was written and filmed with the support of a COLA Fellowship and many foundations, organizations and individuals. Thank you!



The ILWU Credit Union and Political Economy Days presents

"From Wharf Rats to Lords of the Docks"



at Palomar College
on Wednesday, October 14th, 2015
at 2 pm in the
Howard Brubeck Theater

The Harry Bridges Project

The Harry Bridges Project was created to develop programs that can fill an important void in the American public's understanding of its own history – the history of American 20th century workers. We aim to tell the story of worker's struggles to build better lives for themselves and of the struggles of the American labor movement to organize.

Our project takes audiences on journeys through some of America's most exciting, turbulent and epochal years, with one of its most dynamic figures as their guide. It also demonstrates the importance of people uniting across all racial, ethnic, religious and political lines, and of working towards a world of justice and dignity for all.

For more information please go to: theharrybridgesproject.org
Contact us at: ianruskin@theharrybridgesproject.org

The One-Man Play

(San Francisco, sometime in the early 1960's)

The one-act play is a human portrayal of Bridges' passion, struggles and wicked sense of humor. It features many of his own words, and covers his life from childhood in Australia until near retirement in the 1970's. It includes the electrifying 1934 General Strike in San Francisco, the drama and comedy of his trials, the traumas of his marriages and divorces, the controversy of a union standing up for social and political issues around the world, as well as the impact of the ground-breaking Mechanization and Modernization agreement. And today, as we face globalization, massive job losses in manufacturing, wars, invasions and the greatest threat to the American labor movement since the Cold War, Harry's story has become more relevant and inspirational than ever.



"I don't know of any way for working people to win basic economic justice and dignity except by being organized into a solid, democratic union."

- Harry Bridges, Bill Moyers Interview, 1974

"From Wharf Rats to Lords of the Docks"

Produced by

Ian Ruskin

Written by

June Stoddard

Narration Voices

Ian Ruskin

Elliott Gould

Ed Asner

Harry Bridges

Ian Ruskin

Directed by

Shanga Parker

Graphic Designer

Daniel Castillo

Production Assistant

Jessica Richards

Original Recordings

Jackson Browne

Arlo Guthrie

Original Art

Judith Schonebaum

The play runs approximately 65 minutes without an intermission.

Harry Bridges

Bridges was a labor leader and social campaigner with a profound and far-reaching impact on the fabric of American life during the 20th century.

An international celebrity for 40 years – a hero or the devil incarnate, it all depended on your point of view – his work as a labor organizer in the forefront of change and his struggles to withstand 21 years of deportation trials (the longest in American history) made him a compelling figure.

He fought to win basic rights and human dignity for all workers. He campaigned all his life against prejudice and discrimination, and in support of justice for oppressed peoples around the world – principles as relevant today as they were during the harshness of the Depression.

Bridges' personal life was as vivid and compelling as his public life – three wives, two bitter divorces and a "Hollywood era" with star-studded fund raisers for those 21 years of trials and hearings.

He was a man with a sharp sense of humor, fearlessness in the face of controversy, and a very unique view of the world.

