PALOMAR COLLEGE
Learning for Success

STRATEGIC PLANNING COUNCIL	
AGENDA	

Date:	October 1, 2015
Starting Time:	2:00 p.m.
Ending Time:	3:30p.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. MINUTES		2 min
1. Approve Minutes of September 15, 2015		
B. ACTION ITEM/FIRST READING		
1. Benefits Committee	Exhibit B1	5 min
2. Comet Information Exchange	Exhibit B2	10 min
3. Strategic Plan 2016 Year 3 Goals and Objectives	Exhibit B3	10 min
4. Enrollment Task Force		15 min
5. 2015-2016 SPPF Allocation		15 min
C. INTEGRATED PLANNING MODEL		
1. Review of 2015-2016SPC Timeline		10 min
2. Review of SPC Governance Self-Evaluation	Exhibit C2	15 min
D. ACCREDITATION		5 min
1. Accrediting Commission Actions and Policy Updates		
2. Palomar Accreditation Update		
E. REPORTS OF PLANNING COUNCILS		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 – Kendyl Magnuson		
F. REPORTS OF CONSTITUENCIES		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. OTHER ITEMS

A regular meeting of the Palomar College Strategic Planning Council scheduled October 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, Matthew Baugh for Michael Nagtalon, Dryden, Falcone, Furch, Gonzales, Larson, Laughlin, Lienhart, Magnuson, Perez, Popielski, Smiley, Sourbeer, Stockert, Wick
Absent: Holmes, Moore, Nagtalon, Navarro, Popielski, San Juan, Sivert, Talmo, Titus
Recorder: Cheryl Ashour

A. **MINUTES**
   1. **Approve Minutes of September 15, 2015**
      MSC (Sourbeer/Dryden) to approve the Minutes of September 15, 2015 as presented.

B. **ACTION ITEMS/FIRST READING**
   1. **Benefits Committee (Exhibit B1)**
      Ron Perez discussed the change to the Benefits Committee membership for the Vice President, Finance & Administrative Services. This item will return for action/second reading at the next SPC meeting.

   2. **Comet Information Exchange (Exhibit B2)**
      Kelly Falcone reviewed the purpose of the Comet Information Exchange (CIE) and how it would be administered and accessed. For this semester, bulleted highlights from the minutes of only the council meetings will be sent to Shayla Sivert for inclusion on the site. The CIE will be evaluated in the spring and a decision made to move forward with all councils/committees/groups at the College. The bulleted highlights will also still be sent to constituent groups via email this semester. This item will return for action/second reading at the next SPC meeting.

   3. **Strategic Plan 2016 Year 3 Goals and Objectives (Exhibit B3)**
      Michelle Barton reviewed the edits made at the last meeting to the Strategic Plan 2016 Year 3 Goals and Objectives. There was agreement to review in a future meeting what is operational and what is governance. This item will return for action/second reading at the next SPC meeting.

   4. **Enrollment Task Force**
      Adrian Gonzales proposed that an Enrollment Task Force be formed. He discussed the purpose and membership of the task force. This item will return for action/second reading at the next SPC meeting.

   5. **2015-2016 SPPF Allocation**
      Adrian Gonzales proposed using a majority of the 2015-2016 SPPF funds toward one or two objectives in the 2015-2016 Strategic Plan and a portion toward smaller awards. After discussion, there was consensus to spend $150,000 (75%) toward one or two objectives and $50,000 (25%) toward smaller awards. Discussion ensued on what will be done with money not spent from past SPPF allocations. It was decided that if a group did not spend their money by the end of the second year, the money will be given to the Councils for their PRPs; therefore, any remaining money from FY 2013-2014 and earlier will be returned when the SPPF funds are allocated this year. This item will return for action/second reading at the next SPC meeting.

C. **INTEGRATED PLANNING MODEL**
   1. **Review of 2015-2016 SPC Timeline**
      Michelle Barton reviewed the 2015-2016 SPC Timeline.

   2. **Review of SPC Governance Self-Evaluation (Exhibit C2)**
      Michelle Barton reviewed the highlights of the 2014-2015 SPC Governance Self-Evaluation.

D. ACCREDITATION
   1. Accrediting Commission Actions and Policy Updates
       Adrian Gonzales reported that ACCJC called a meeting to hear public comments on the Accreditation Task Force's findings before it went into closed session for discussion on same. The Task Force members were invited to the meeting, but they declined.

   2. Palomar Accreditation Update
       There was no report.

F. REPORTS OF PLANNING COUNCILS
   1. Finance and Administrative Services Planning Council
       Ron Perez reported FASPC began identifying topics to submit for SPPF and looked at its staffing needs.

   2. Human Resource Services Planning Council
       There was no report.

   3. Instructional Planning Council
       Dan Sourbeer reported that IPC decided to use the same PRP forms as last year, created a timeline to train chairs, and established goals.

   4. Student Services Planning Council
       Kendyl Magnuson reported that SSPC discussed communication with member's constituencies and ideas to increase enrollment and recruit/retain students.

G. REPORTS OF CONSTITUENCIES
   1. Administrative Association
       There was no report.

   2. Associated Student Government
       Matthew Baugh reported that ASG may have SPPF funds unspent because of changeover issues; in the future it plans to finish each task so it is not left to new people the next year.

   3. CCE/AFT
       Dan Dryden reported that CCE met with the District and signed off on the change to benefit provider.

   4. Confidential/Supervisory Team
       There was no report.

   5. Faculty Senate
       Greg Larson reported that the Faculty Senate approved the faculty hiring procedures draft #13.

   6. PFF/AFT
       There was no report.

H. OTHER
   1. POLITICAL ECONOMY DAYS
       Teresa Laughlin reminded everyone that the Political Economy Days will be on October 14 and 15.

I. ADJOURNMENT
   There being no remaining items, the meeting was adjourned at 2:57 p.m.

GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Mike Popielski	**Date:** September 2, 2015

Proposed Name of Requested Group: Benefits Committee

	Council		**Committee**	X	**Subcommittee**		**Task Force**
Action Requested:		**Add**		**Delete**		X	**Change**

Role, Products, Reporting Relationships:

Role: The Benefits Committee reviews current benefits and makes recommendations for additions and changes to employee and retiree health and welfare benefits. It reviews benefits changes in light of federal and state laws, as well as District planning and policy decisions. The Committee seeks input from employees and retirees for benefits needs, considers costs of benefits, and advises employee and retiree groups and the administration as necessary.

Products: The Committee makes recommendations to the appropriate representative group.

Reporting Relationship: Palomar Faculty Federation, Administrative Association, CAST, CCE/AFT, and the President's Cabinet.

Meeting Schedule:
1st Wednesday 3:00 – 5:00 pm, and 3rd Wednesday 3:00 – 5:00 pm as needed

Chair: Vice President, Human Resource Services

Members:
- Manager, Human Resource Services
- Four Faculty members (appointed by PFF)
- Four Classified Unit employees (appointed by CCE)
- Two Administrative Association members
- Two Confidential/Supervisory Team members
- Four Retirees (appointed by PCRA)
- Vice President, Finance & Administrative Services or designee
- Benefits Specialist (Ex Officio)

Reviewed by Strategic Planning Council:
09-20-05 Approved
09-28-10 Revised

CIE Proposal:

A group of faculty, staff, and administration has created CIE, or Comet Information Exchange, a one-stop shop where we connect you with summaries of Palomar's planning council meetings and other Palomar committee meetings, links to full minutes, and tags for keyword and topic searches. Our goal is to see summaries from all of our college's planning councils and numerous committee meetings represented in this one site so that a person could sit down for an hour or so once every couple of weeks to catch up on what's been happening in our campus' shared governance. Palomar College employees will…receive a reduced number of emails from committees/councils, start to make connections among committees/councils/groups who are working with specific initiatives and funding sources, such as STEM, 3SP, SB 1070, CCPT, Perkins IV, AB 86, Doing What Matters, Basic Skills, and Student Equity, see a reduction in duplicate work being done by multiple groups, and be on the same page (or at least in the same book) with respect to shared governance. For this semester, bulleted highlights from the minutes of the council meetings may be sent to Shayla Sivert for inclusion on the site.

Below are a few of the comments gathered from a Fall 2014 Faculty Senate survey to our faculty on the topic of communication and committee work:

- "It is hard to keep up with what is going on."

- "Communication doesn't always get from one committee to another."

- "Too much duplication and bureaucracy. Lack of communication"

- "I would like a weekly governance report–what is going on when and where. In that way everyday teachers like me would be aware of and able to participate in important discussions. Right now I have to go read many minutes hoping the minutes genuinely reflect what is REALLY happening."

- "I've heard that one of the big complaints is that some larger initiatives must be presented to multiple bodies, with each having its own separate say. Since many people serve on multiple committees, some individuals have to hear the same summaries many times."

- "There seems to be so many committees and a lot doing the same things. Maybe a revamp and review of making sure there isn't overlap."

- "Committees need to link to one another. There is a bit of a "silo" effect that has emerged from having so many committees with their own charges. Would it be helpful to have some mechanism in place that would refresh the mission of each and the connections among each of them?"

- "Creating an easy-to-understand platform – blog, newsletter, etc – which informs the faculty of the major issues being discussed, and have a way for all faculty to send in their opinions on issues/topics under discussion."

CIE

CIE: Who and Why

How

Planning Councils ⌄

Faculty Senate Committees ⌄

Contact

Search …

RECENT POSTS

- FASPC (09/24/15)
- SSPC (09/23/15)
- IPC (09/23/15)
- SSPC (09/09/15)
- SSEC (09/11/15)

TAGS

3SP/Student Equity AB 86 AB540 AEBG 104 awards Calendar Career Pathways diversity Enrollment faculty advising faculty hiring Faculty Hiring Procedures Foundation goals & planning Governance Structure IEPI Institutional planning Job Expo Planning Cycles PRP SEP South Center SSSP Staffing Plan Strategic Plan

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MONTHLY ARCHIVE

Select Month ⌄

FASPC ( )

Posted on

Finance & Administrative Services Planning Council

The followin
the Finance

ACTION/SE

- MS (pledg
support of the Palomar College Arboretum. A motion was made to accept the donation and advance it to SPC. The motion carried unanimously.

INFORMATI

- VP P
Conig

- VP Perez reported a subcommittee of the Budget Committee will meet on the fourth Tuesday of each month for an in depth discussion and analysis of the District's budget.

- VP Pe
antici

- VP Pe
/staffing of the South Education Center, opening Fall 2017.

- VP Perez reported the new California Coast Credit Union ATM machine was installed near the Bookstore.

- Chris Miller reported Palomar College won two awards at the Community College Facility Coalition (CCFC); an Award of Excellence for the Humanities Building and an Award of Merit for the Learning Resource Center.

Additional information can be found at the Finance & Administrative Services Planning Council Website:

http://www2

Posted in F

SSPC (09/23/15)

Posted on September 25, 2015 by Shayla Sivert

Student Services Planning Council

The follow
Services P

INFORMATION/DISCUSSION:

Annotation callouts:

Information about CIE and instructions for reporter

List of councils/committees. Here viewers can look at only posts from specific councils/committees

List of all recent posts

View posts by common topic

Subscribe to the blog with your email: receive email updates when information is posted.

View posts by month.

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PALOMAR COLLEGE
Strategic Plan 2016

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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

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.

Reviewed by Strategic Planning Council:
09-17-13 approved; 030414 amended.

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.==

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 4.1: 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 4.2: Increase professional development opportunities to strengthen the technological knowledge and skills of faculty and staff.

Objective 4.3: Implement professional development opportunities that support faculty innovation in teaching and learning. ==(removed research-based language per SPCs request)==

==Objective 4.4: 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.

Reviewed by Strategic Planning Council:
09-17-13 approved; 030414 amended.

Page **3** of 3

Strategic Planning Council Governance Self-Evaluation
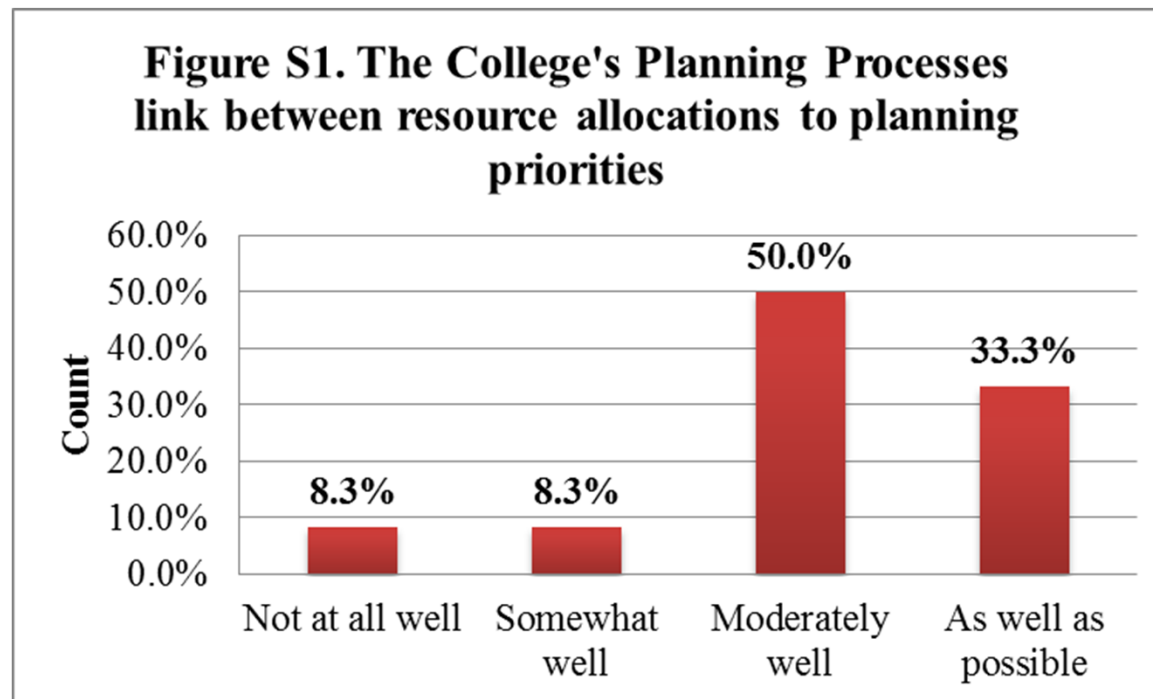
August 2015

Annual Governance Self-Evaluation

- Annual Governance Self-Evaluation process
  - In May, all councils asked to participate in online survey
  - Assess governance structure and performance
  - Review council performance
  - Results are reviewed during council orientations
- Results
  - SPC
  - Governance

SPC Self-Evaluation

Strategic Planning Council Ratings

	N	Strongly Agree	Agree	Neither	Disagree	Strongly Disagree
The role and responsibilities of the SPC are clear and well understood.	12	33.3%	66.7%	0.0%	0.0%	0.0%
The SPC has operated effectively this year.	12	25.0%	66.7%	8.3%	0.0%	0.0%
The SPC spends the appropriate amount of time discussing and acting upon issues and topics.	12	16.7%	66.7%	8.3%	8.3%	0.0%
The procedures used to guide the functioning of the SPC are effective.	12	25.0%	41.7%	33.3%	0.0%	0.0%
The structure of SPC allows for open and participatory communication between constituents.	12	16.7%	66.7%	0.0%	16.7%	0.0%
I understand/understood my role and responsibilities as a member of SPC.	12	25.0%	75.0%	0.0%	0.0%	0.0%
As a member of SPC, I am/was able to participate in the decision-making process of the college.	12	16.7%	41.7%	41.7%	0.0%	0.0%
As a member of SPC, I feel that I am/was able to devote the time necessary for participation on the council.	12	33.3%	33.3%	16.7%	16.7%	0.0%

Planning

Figure S1. The College's Planning Processes link between resource allocations to planning priorities

Planning

Table S8. SPC - Perceived Clarity of The Annual Strategic Plan's Action Plan, IPM, & RAM				
	Not at all clear	Moderately clear	Very clear	Total
Clarity of the annual Strategic Plan's Action Plan and the process for tracking progress on the	0	4	8	12
	0.0%	33.3%	66.7%	100.0%
Clarity of the College's Integrated Planning Model (IPM) and Resource Allocation Model (RAM)	0	6	6	12
	0.0%	50.0%	50.0%	100.0%

SPC Self Evaluation

▸ Strategic Plan, IPM, and RAM
  ◦ Models/Processes are clear and we are allocating resources to plans as best we can.

▸ What SPC did well
  ◦ SPPF Funding
  ◦ Accreditation
  ◦ Opportunity for discussion; free discussions and equal voice
  ◦ Informative meetings

▸ How can SPC improve
  ◦ Spend more time on strategic planning, less on operational issues
  ◦ Encourage more active participation; ensure people are supported and encouraged to participate
  ◦ Too much paper; Use technology in the review process of documents
  ◦ Improve how meetings are run (e.g., time spent on one issue, encourage more voices and comments)

Governance Self-Evaluation

Governance Ratings

	N	Strongly Agree	Agree	Neither	Disagree	Strongly Disagree
The roles and responsibilities of the planning councils are clearly defined and understood.	55	29.1%	52.7%	16.4%	1.8%	0.0%
The governance structure provides an opportunity for each campus constituency to identify and articulate its views on institution-wide issues.	55	30.9%	58.2%	5.5%	5.5%	0.0%
The process for proposing changes to the governance is clearly defined and understood.	54	16.7%	53.7%	14.8%	14.8%	0.0%
The process for presenting issues or matters for discussion within the governance structure is clearly defined and understood.	55	23.6%	52.7%	16.4%	7.3%	0.0%
The governance structure allows for expression of ideas, input, and feedback at all levels of the institution.	55	30.9%	36.4%	16.4%	14.5%	1.8%

Planning

	Not at all clear	Moderately clear	Very Clear	Total
Clarity of the annual Strategic Plan's Action Plan and the Process for tracking progress on the plan	(3) 5.7%	(27) 50.9%	(23) 43.4%	(53) 100%
Clarity of the College's Integrated Planning Model (IPM) and Resource Allocation Model (RAM)	(4) 8.3%	(34) 70.8%	(10) 20.8%	(48) 100%

Annual Governance Evaluation

- Planning
  - Action plan is relatively clear
  - IPM is relatively clear
- Strengths
  - Representation from all groups
  - Clear inclusive structure
  - Allows for input
- Opportunities
  - Clearly delineate between governance and operational issues
  - Find ways to engage the college as a whole
  - Communications (more timely, representative communicating with their constituent groups, improve communication of structure)
  - Consider how to streamline some of the work or remove redundancies? (Some of the work of councils and committees seem to be duplicative. Too many committees/councils, not enough participation from all.)

Political Economy Lectures October 14 & 15

Wednesday, October 14

Time		
8:00 – 9:20 a.m.	Catherine Gwin Christensen, Adjunct Professor of History, Palomar College: "*Mujeres Públicas*: Euro-American Prostitutes and Reformers at the California-Mexico Border (1910-1930)" **Room: MD 157**	
9:30-10:50 a.m.	Shannon Linehart, President, Palomar Faculty Federation, Teresa Laughlin, Professor of Economics, Palomar College, Martin Japtok, Associate Professor of Africana Studies: "Protecting the Promise of Higher Education" **MD - 157**	Michael Byron, Adjunct Professor of Political Science, Palomar College: "Feelin' the Bern. The Sanders "Revolution": Prospects for the 2016 Caucuses and Primaries" **SSC - 1 Governing Board Rm**
11:00 a.m.-12:20 p.m.	Dale Squires, Professor of Economics, Scripps Institute: "Fisheries and the Impact on the Economy" **MD - 157**	Adam Meehan, Assistant Professor of English, Palomar College: "The Politics and Economics of 'Adjunctification'" **SSC – 1 Governing Board Rm**
12:30 – 1:50 p.m.	Jim Miller, Professor of History & Labor Studies, San Diego City College: "Back to the Future?: A Brief History of the Labor Movement" **MD - 157**	William Leslie, Adjunct Professor of Philosophy, Palomar College: "Hot or Not? Global Warming; Looming Catastrophe or Greatest Hoax Ever?" **SSC -1 Governing Board Rm**
2:00-3:20 p.m.	Amber Colbert, Adjunct Professor of Sociology, Susan Miller, Associate Professor of Sociology, Devon Smith, Assistant Professor of Sociology, Palomar College: "#CrimingWhileWhite". **MD - 157**	Ian Ruskin: Actor trained at The royal Academy of Dramatic Art in London The Harry Bridges Project , a one man show about the great labor leader Harry Bridges: **"From Wharf Rats to Lords of the Docks"** **The Howard Brubeck Theatre**

Thursday, October 15

Time		
8:00 – 9:20 a.m.	Brandan Whearty, Associate Professor of Communication: "Hitler Day" **MD - 157**	J. Brian O'Roark, Professor of Economics, Robert Morris University "Epic Fail: Why Cyber Security Regulation Won't Fix the Internet and Why Regulators Shouldn't Try" **SSC – 1 Governing Board Rm**
9:30-10:50 a.m.	Joseph Limer, Assistant Professor of Political Science, Palomar College: "A Discussion of Riley v. California: Bringing the Fourth Amendment & Technology into View" **MD - 157**	Dick Eiden, Civil Rights Attorney: "Black Lives Matter: The New Jim Crow." **SSC -1 Governing Board Rm**
11:00 a.m.-12:20 p.m.	Jeffrey Epstein, Assistant Professor of Philosophy, Palomar College: "Purification of the People: Migrants, Refugees, and the Rise of Nativist Rhetoric" **MD - 157**	Rebecca Arnold, Professor of Economics, San Diego Mesa College: "California Water and our Sustainability" **SSC – 1 Governing Board Rm**
12:30 – 1:50 p.m.	"The Feds, the States & Weed: Medical Marijuana & Federalism" – A Debate from American Govt. students of Professors Peter Bowman & Joseph Limer **MD - 157**	Ranjeeta Basu, Professor of Economics, CSU San Marcos: "Does Higher Income Always Lead to Happiness?" **SSC -1 Governing Board Rm**
2:00-3:20 p.m.	Susan Shirk, Professor of Political Science & 21st Century China Program, UCSD: "China Under Xi Jinping" **MD - 157**	Marjan Nahavandi : International Development expert "Political Islam: growing up with, running away from, and learning about Islam." **SSC -1 Governing Board Rm**