

Strategic Planning Committee

Minutes

1:00 PM – 2:00 PM • Wednesday, April 3, 2019 • L405

**Present:**

Michael Carley, Anja Goebel, Kendra Haney, Catherine Hodges and Esmeralda Rodriguez

**Absent:**

Andrea Anaya, Primavera Arvizu and James Thompson

**Guest:**

Joel Wiens

**I. Call to Order**

Mr. Carley called the meeting to order at 1:06 pm.

**II. Approval of Agenda**

Motion made to approve the April 3, 2019 agenda.

**M/S/C:** Kendra Haney/Catherine Hodges

**III. Approval of Minutes**

Motion made to approve the amended minutes from March 27, 2019.

**M/S/C:** Kendra Haney/Esmeralda Rodriguez

**IV. Discussion Items**

**A. Science Program Review**

Professor Wiens was present to answer questions and take note of corrections. The committee recommended the following changes:

1. Program mission meets standards as it accurately describes the program. The only recommended correction is to add Natural Science before the word division in the first sentence.
2. SLOs/PLOs are clearly stated, and the assessment cycle is clear, ongoing and complete. The committee's only recommendation is a sentence or two that states outcomes and assessments are being discussed and what is derived from them. Then the sentence under and "Results and Analysis/Action Plans can be removed. After corrections this section will meet standards.
3. Analysis and Trends: Please remove "tenure track" from "Background Information", first paragraph, fourth line. Under areas for improvement, goals, facility requests, staffing, etc. should be mention and shown as a need (problems needing to be addressed in three years) for the program/division.  
Programs are realistically assessed for strengths and weaknesses, conclusions drawn are clear and evidence-based and reflect an in-depth discussion. This section meets standards.
4. Completed previously established goals can be dropped off at next program review. New goals are clearly stated, a time frame is provided, and assignment of responsibility is evident. Mention goals within areas for improvement. Change completion to achievement on goals 3 and 4.

The committee discussed the problem with all the students who fail to make it into the nursing program and how PC can help them find another pathway to completion. This section meets standards.

5. One position is being requested and justification is included. Next to classified change .92 to 11 month. This section meets standards.
  6. Requests need to be mention is previous sections showing the need. After correction, this section meets standards.
  7. Changes in the budget are justified and itemized. This section meets standards.
- The Natural Science Program Review meets assessment standards pending corrections and is to be forward to CC for approval.

- V. **Announcements**
- VI. **Future Agenda Items**
  - A. **PR Process Handbook**

**Adjournment:**  
**Meeting adjourned at 2:00 pm.**