



## Pierce College Academic Senate

December 9, 2013 2:15-3:45 pm

College Services Conference Room

### Minutes

<i>Item Number</i>	<i>Item</i>	<i>Item Type</i>
Members Present	Adajian, B., Ahrens, D., Bass, W., Belden, A., Benne, B., Chartrand, F., Cheung, E., Drelen, T., Ersig, C., Fields, D., Goodman, I., Herbst, C., McKeever, J., Meyer, M., Oborn., Ogar, G., Perret, J., Pillado, M., Schamus, D., Sheldon, C., Valdes, L., Wood, Youhanna, A.	
Guests	Greg Gilbertson and Phyllis Schneider	
1	The meeting was called to order at 2:25.	Action
2	The agenda was adopted with the addition of the Curriculum Committee report (under New Business: Item 6b).	Action
3	Approval of Minutes – 12/2/13 The approval of the minutes was deferred until the second draft is completed.	Action
4	There was no public commentary.	Information
5	<b>Old Business</b>	
	<p>NMF13-4: Pierce College Strategic Plan</p> <ul style="list-style-type: none"> <li>• There was a motion and second to approve the Strategic Master Plan (See Appendix 5.1: Revised Strategic Plan Draft). Discussion ensued.</li> <li>• There was discussion about the prioritization (or lack thereof) of the objectives, e.g., the Senator from Planetary Sciences wondered if the Transfer Model Curriculum (TMC) requirement is more or less importance than other objectives in A.1. <ul style="list-style-type: none"> <li>○ Strategic Plan Task Force Chair, Lyn Clark, presented some of the history of the development of, and changes to, the current draft (the documented presented at today’s meeting), e.g., responsible parties changed to one of the four divisions. Relevant committees will be responsible for input. (There was concern expressed about faculty still having a voice in implementing the plan, even though academic committees are not now directly responsible.)</li> </ul> </li> <li>• There was further discussion about all plans being “living” documents that can be revised.</li> <li>• The Senator from Psychology acknowledged the work of the Strategic Plan Task Force, and asked how some of the statistics were developed and decided. <ul style="list-style-type: none"> <li>○ The Task Force Chair explained how previous and District benchmarks were consulted. A central goal was to avoid setting unrealistic benchmarks.</li> </ul> </li> <li>• The Senator from Chemistry pointed out that, since the document is a college, and not ACCJC document, and since the phrase “authentic assessment” is contentious, the Senate should discuss whether or not to include it. <ul style="list-style-type: none"> <li>○ The Task Force Chair pointed out that although the document isn’t mandated by the ACCJC, the commission does look closely at our planning documents — and the college has a recommendation about integrated planning, which involves the institution’s planning documents.</li> <li>○ The Faculty Accreditation Coordinator also pointed out that one of the District’s goals seems to be a pathway toward authentic assessment.</li> <li>○ The At Large Senator from CSIT pointed out that, given the sort of college Pierce is, it’s likely quality assessment is already going on, but that it hasn’t been documented.</li> <li>○ The Faculty Accreditation Coordinator argued that the risk of fighting the ACCJC on this issue is not worth the reward. He also pointed out that issues with the commission are being fought in other venues.</li> </ul> </li> <li>• The Senate President queried the 30% completion within three years objective (A.3.a). One implication is, for example, that creating co-horts is thereby encouraged.</li> </ul>	Action

	<ul style="list-style-type: none"> <li>○ The Task Force Chair said the number came from the District.</li> <li>● There was some discussion about A.3.c and A.3.d, specifically about whether or not it implies an increase in the number of math courses offered (at the expense of allotments to other disciplines).</li> <li>● There was discussion about the language in A.4 (“equitable” and “eligible”).</li> <li>● There was a question about the plan to increase online offerings. (A subsequent discussion centered around increasing successful completion). The Senator from Distance Education explained the national trend toward increasing online offerings as one reason to have this goal at Pierce.</li> <li>● The question was called. A voice vote was called. There were no objections or abstentions. The Strategic Plan was approved.</li> </ul>	
6	<b>New Business</b>	
6a	<p>Creation of General Catalog-Faculty Section task force</p> <ul style="list-style-type: none"> <li>● The Senate President proposed a task force for Spring 2014 to focus on the faculty listings at the back of the college catalog and determine, e.g., how far back to list emeriti, and whether or not to include an in memoriam.</li> </ul>	Information
6b	<p>Update of non-credit viability study</p> <ul style="list-style-type: none"> <li>● The Senate President reported that the first meeting is December 17.</li> </ul>	Information
6c	<p><b>Curriculum and Outcomes</b></p> <ul style="list-style-type: none"> <li>● The Curriculum Chair reported on the COC and CC meetings (reciprocal attendance), where the groups individually agreed to have the SLO coordinator be part of the ECD addenda approval process, beginning Spring 2014. The semester will serve as a trial period to determine its effectiveness.</li> <li>● The Curriculum Committee met and approved several courses and COR edits.</li> <li>● The Curriculum Committee discussed and endorsed the Strategic Plan draft.</li> </ul>	
7	<p>Future agenda items and Spring meetings</p> <ul style="list-style-type: none"> <li>● See APPENDIX 7.1: Proposed Senate Meeting Dates for Spring 2014</li> <li>● The Second Vice President pointed out that March 31 is Cesar Chavez Day, not Martin Luther King, Jr. Day.</li> </ul>	Information
8	<p>Announcements</p> <ul style="list-style-type: none"> <li>● The Senate President asked members to complete a Pierce College Trivia game intended to reinforce knowledge or educate members.</li> </ul>	Information
9	The meeting was adjourned at 3:40	

**Appendix 5: Revised Strategic Plan Draft**

**Pierce College Strategic Master Plan Draft**

November 27, 2013, Corrected Draft

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
<p><b>A. Engaging the Completion Agenda</b></p> <p><b>District Goals</b>  <u>Access and Preparation for Success</u>                      (Improve equitable access; help students attain important early educational momentum points.)</p> <p><u>Teaching and Learning for Success</u>                      (Strengthen effective teaching and learning by providing a learner-centered educational environment; help students attain their goals of certificate and degree completion, transfer, and job training and career placement; increase equity in the achievement of these outcomes.)</p>	<p>1. Increase student completion of degrees, certificates, and college transfer requirements</p>	<p>1a. Increase student completion of associate degrees and Certificates of Achievement</p> <p>1b. Increase the number of students who complete transfer requirements for the state universities and University of California</p> <p>1c. Increase the number of Transfer Model Curricula (TMCs) in disciplines offered by the college by 2015</p> <p>1d. Approve Transfer Model Curriculum in areas of emphasis by 2016</p> <p>1e. Develop and implement a completion marketing campaign to focus on the importance of obtaining a degree, a certificate, or transfer preparation</p>	<p>1a. Increase student awards by 2% annually</p> <p>1b. Increase students completing transfer requirements by 2% annually</p> <p>1c. Increase by 8 TMCs in disciplines already offered on campus</p> <p>1d. Increase by 2 TMCs in areas of emphasis</p> <p>1e. Publish an approved plan and budget by Fall 2014</p>	<p>1a. Institutional Effectiveness Office (IE Office)</p> <p>1b. Institutional Effectiveness Office (IE Office)</p> <p>1c. Curriculum Committee</p> <p>1d. Curriculum Committee</p> <p>1e. President's Office</p>
	<p>2. Increase the number of entering students who complete the matriculation process during the first semester</p>	<p>2a. Increase the number of new students completing assessment</p> <p>2b. Increase the number of new students completing orientation</p> <p>2c. Increase the number of new students completing an educational plan</p> <p>2d. Increase the percent of new students who persist to the end of their first year and successfully complete 15 units.</p>	<p>2a. Increase new students completing assessment by 5% annually</p> <p>2b. Increase new students completing orientation by 5% annually</p> <p>2c. Increase new students completing an educational plan by 5% annually</p> <p>2d. Increase new students completing 15 units during their first year by</p>	<p>2a. Institutional Effectiveness Office (IE Office)</p> <p>2b. Counseling</p> <p>2c. Counseling</p> <p>2d. Institutional Effectiveness</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
	3. Increase the long-term persistence rate of students	3a. Increase the percentage of students who complete 30 units in three years	2% annually	Office (IE Office)
		3b. Increase the percentage of students who complete 60 units in three years	3a. Increase students who complete 30 units in three years by 2% annually	3a. IE Office by way of the District IE Office
		3c. Increase the percentage of students who complete English 101 and Math 125 within three years	3b. Increase students who complete 60 units in three years by 2% annually	3b. IE Office by way of the District IE Office
		3d. Increase the percentage of students who complete English 101 and Math 125 within six years	3c. Increase students who complete English 101 and Math 125 in three years by 2% annually	3c. IE Office by way of the District IE Office
	4. Ensure equitable access to education	4 Increase the percentage of eligible students receiving financial aid	3d. Increase students who complete English 101 and Math 125 in six years by 2% annually	3d. IE Office by way of the District IE Office
			4 Increase eligible students receiving financial aid by 2% annually	4 IE Office by way of the District IE Office

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party For Measure
<p><b>B. Demonstrating Accountability</b></p> <p><b>District Goal</b> <u>Organizational Effectiveness</u> (Improve organizational effectiveness through data-informed planning and decision-making, process assessment, and professional development.)</p>	<p>1. Improve financial reporting process for more accurate budgetary forecasting, allowing for fiscal stability.</p>	<p>1a. Conduct comprehensive quarterly budget reviews to enforce budget variance accountability.</p> <p>1b. Enforce deadlines to prevent overruns and time-consuming accounting adjustments and reconciliations.</p> <p>1c. Share and discuss material budget changes through senior staff and budget committee for appropriate disclosure</p> <p>1d. Assess all unrestricted and restricted funding. Determine best uses of funding including specially funded program (SFP) sources that can absorb indirect costs. Same of enterprises.</p>	<p>1a. Quarterly summary report variance analysis of all programs not to exceed 5% threshold from prior year reports without justification.</p> <p>1b. Using shared governance committees (SGC) and owner departments, reduce late submittals by 10%</p> <p>1c. All discussions recorded in meeting notes; actions tracked by PCC transparency documents</p> <p>1d. Budget Committee reviews budget matrix requirement summary each month</p>	<p>1a. Administrative Services, budget team, and Budget Committee</p> <p>1b. Administrative Services with backing by SGC and department managers</p> <p>1c. Administrative Services with support from Senior Staff and Budget Committee</p> <p>1d. Administrative Services</p>
	<p>2. Improve operational efficiencies and processes along with internal cash controls.</p>	<p>2a. Review Administrative Services processes and mitigate potential errors or fraud by focusing on internal controls and associated procedures.</p> <p>2b. Reduce operational problems and increase productivity of staff at peak cycles of semester without diminishing quality of services, emphasizing standardization of processes whenever possible to</p> <p>2c. Implement changes as a result of IAD audits in Grants, Trusts, Cash Management, and Foundation.</p>	<p>2a. Track training of academic schools and admin departments in operational manuals, including Business Office, Foundation, Bookstore manuals</p> <p>2b. Track training classes for all departments on operational manuals, including Business Office, Foundation, Bookstore manuals</p> <p>2c. Track training classes for</p>	<p>2a. Administrative Services</p> <p>2b. Administrative Services Academic Affairs Student Services</p> <p>2c. Administrative</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party For Measure
	<p>3. Improve campus-wide health, safety, and security through enhanced risk-management practices</p> <hr/> <p>4. Improve facilities oversight of both bond related and college state-funded alterations and improvements.</p>	<p>2d. Create specific Web site links to disseminate mass forms, permit and contract information, enterprise purchases, etc.</p> <hr/> <p>3a. Refine the emergency response plan to respond to 1) major and minor events that include fire drills and multiday Emergency Operations Center (EOC), 2) Assault or Active Shooter instigated on campus or from threat arriving on campus, and 3) Community Emergency Response Team (CERT) training for quick triage physical response plan— includes annual Los Angeles Fire Department (LAFD) training.</p> <p>3b. Enhance the college’s emergency communications system. This includes emergency phones on the campus.</p> <p>3c. Enhance Emergency Notification System (ENS) and create pre-scripted templates.</p> <p>3d. Establish process for managing and monitoring claims against the college. Simplify instructions for proper use of the forms to escalate issues and reduce financial impact.</p> <p>3e. Evaluate and improve lighting on the campus in all areas regularly used by staff and students.</p> <hr/> <p>4a. Develop stronger project management</p>	<p>all departments on operational manuals, including Business Office, Foundation, Bookstore manuals</p> <p>2d. Track Web development and training schedules on a weekly basis</p> <hr/> <p>3a. Track training logs and maintain a repository of manuals and brochures that have been issued</p> <p>3b. Maintain a tracking log of multiplatform communications to students and staff</p> <p>3c. Track the use of templates usage</p> <p>3d. Provide tracking logs, which can be accessed easily, for all claims</p> <p>3e. Track quarterly exception reports showing site lighting discrepancies</p>	<p>Services</p> <hr/> <p>2d. Administrative Services and Information Technology</p> <hr/> <p>3a. Administrative Services</p> <hr/> <p>3b. Administrative Services</p> <hr/> <p>3c. Administrative Services</p> <hr/> <p>3d. Administrative Services/ Sheriff’s Department</p> <hr/> <p>3e. Administrative Services/ Plant Facilities</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party For Measure
		oversight of pre- and post-construction	4a. Track requests for proposals (RFP) and project plan schedules	4a. Monthly CPM reviews
		4b. Review projects and liaisons' skills to ensure that building user groups (BUGS) are involved and have department representation	4b. Provide checklist for liaisons and track the change orders	4b. CPM monthly meetings
		4c. Participate in the commissioning process to determine quality assurance (QA) and thoroughness of punch-list inspections	4c. Track and post punch lists with Project Manager and discuss at construction project meetings (CPM)	4c. Director of Facilities, Information Technology Director, Vice President of Administrative Services (VPAS), and inspections with Project Manager (PM)
	5. Increase self-audit to ensure compliance with program requirements	4d. Develop a priority listing showing the annual deferred maintenance facilities funding plan and the source of matching monies from the current operating budget	4d. Post and track approved listing in the Annual Report; include costs within the annual budget	4d. Director of Facilities, Facilities Advisory Committee, VPAS
	6. Develop and implement professional development programs for faculty and staff	5a. Develop a master calendar for self-audit reports	5a. Produce an annual report on how Student Services will reduce compliance exceptions	5a. Financial Aid Student Services
		5b. Decrease financial aid default rates by creating a Default Prevention Task Force based on federal model	5b. Maintain student loan cohort default rate under 30%	5b. Financial Aid and Default Prevention Task Force
	7. Continue to meet FTES base and attempt to grow the college's student FTES enrollment to 2006 levels and then 5% per year	6a. Develop a professional development plan for staff and faculty	6a. Plan and budget developed by Fall 2014	6a. College Planning Committee
		6b. Create a master calendar of professional development conferences and training sessions	6b. Master calendar developed by Spring 2015	6b. Human Resources and Professional Development
		7a. Continue to analyze enrollment trends and effective scheduling models	7a. Information on	



Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party For Measure
		7b. Ensure access to essential courses	enrollments and various scheduling models	Committee
		7c. Maintain/increase efficiency	7b. Increase completion rates of certificates, degrees, and transfer requirements by 2% annually	7a. IE Office to provide enrollment data; SAC and EMC to provide scheduling models
		7d. Increase the number and the type of evening sessions offered (currently 24% below Fall 2008)	7c. Measure class size to maintain or increase efficiency	7b. Graduation Office
		7e. Restore an active college marketing campaign to attract students who may have been lost	7d. Compile statistics on ratio and enrollment trends	7c. Institutional Effectiveness Office (IE Office)
			7e. Increase enrollments to FTES base with 2% overage	7d. Institutional Effectiveness Office (IE Office)
				7e. IE Office by way of the District Attendance Office

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<p><b>C. Cultivating Partnerships</b></p> <p><b>District Goal</b>  <u>Resources and collaboration</u>            (Increase and diversify sources of revenue in order to achieve and maintain fiscal stability and to support District initiatives. Enhance and maintain mutually beneficial external partnerships with business, labor, and industry and other community and civic organizations in the greater Los Angeles area)</p>	<p>1. Develop and enhance revenues generated through grants, entrepreneurial ventures, and community partnerships.</p>	<p>1a. Expand educational partnerships that bring community events and community members to the campus for educational, cultural, social, and recreational activities.</p> <p>1b. Create an enterprise task force that will consider ways to expand revenue-generating opportunities within future and existing operations including bookstore, facilities rentals, and food services.</p> <p>1c. Develop a self-funding grants program that will increase college revenue.</p>	<p>1a. Track partnerships and permits issued to increase revenue by 2%</p> <p>1b. Track ideas that lead to increases in revenue; increase revenues to the college by 5%</p> <p>1c. Track and increase the college grants program to increase college revenue 10% annually</p>	<p>1a. Academic Affairs Administrative Services Enterprise</p> <p>1b. Administrative Services/ Enterprise</p> <p>1c. President's Office</p>
	<p>2. Expand productive sustainable community alliances</p>	<p>2a. Create a database of financial and equipment needs that can be shared with potential donors.</p> <p>2b. Pursue financial, material, and collaborative resources through enterprise activities and fundraising to create a sustainable stable source of income.</p>	<p>2a. Track and increase donations and or revenues by 5% over the prior year</p> <p>2b. Track and increase donations and or revenues by 5% over the prior year</p>	<p>2a. Foundation</p> <p>2b. Foundation</p>
	<p>3. Foster partnerships with business and industry</p>	<p>3a. Increase advisory committee participation of local business and industry</p> <p>3b. Increase number of employers to participate in job fairs</p>	<p>3a. Increase advisory committee participation to optimum on committees low in number</p> <p>3b. Increase potential employers participation in job fairs by 10% annually</p>	<p>3a. Career and Technical Education Committee (CATE Committee)</p> <p>3b. CATE and Career Center</p>
		<p>3c. Develop internship programs with business and industry partners to foster community relations</p>	<p>3c. Successful initiation of internship programs</p>	<p>3c. Pierce Jobs and CATE</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure

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Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
<p><b>D. Ensuring Student Success</b></p> <p><b>District Goal</b>  <u>Teaching and Learning for Success</u>            (Strengthen effective teaching and learning by providing a learner-centered educational environment; help students attain their goals of certificate and degree completion, transfer, and job training and career placement; increase equity in the achievement of these outcomes.)</p>	<p>1. Address the basic skills needs of underprepared students in developmental and introductory courses</p>	<p>1a. Gather student input about the challenges faced in introductory courses and use this information to inform the development of strategies and solutions.</p> <p>1b. Increase the number of new students successfully completing at least one English class and one math class during their first year</p> <p>1c. Increase the number of new students who successfully complete their developmental sequence within two years (English 20, 21, 28) (Math 105, 110, 115)</p>	<p>1a. Student surveys and/or focus groups to gather data on challenges students face in introductory courses</p> <p>1b. Increase completion of at least one English and one math class in the first year by 2% annually with the existing hourly allocation</p> <p>1c. Increase new students completing developmental sequence within two years by 2% annually with the existing hourly allocation</p>	<p>1a. Academic Affairs Student Success</p> <p>1b. IE Office</p> <p>1c. IE Office</p>
	<p>2. Enhance customer service interfaces considering timely responses and quality of experience.</p>	<p>2a. Provide external customer service training, e.g., Employer Assistance Program (EAP), followed by specific internal training sessions.</p> <p>2b. Assess internal processes and further align to actual services rendered and governing policies and procedures.</p> <p>2c. Streamline desk procedures to enhance efficiency and customer satisfaction using surveys and statistical analysis.</p> <p>2d. Develop and simplify Web-based self-service features.</p> <p>2e. Procure and /or implement advanced software. Provide application training to improve staff productivity; for example,</p>	<p>2a. Create and track customer service training logs</p> <p>2b. Review and track by department the policies and procedures</p> <p>2c. Track and review the surveys issued by departments</p> <p>2d. Track the increase in number of Web-based forms used on the Internet</p> <p>2e. Track the training that is</p>	<p>2a. Administrative Services Academic Affairs Student Services</p> <p>2b. Administrative Services Academic Affairs Student Services</p> <p>2c. Administrative Services Academic Affairs Student Services</p> <p>2d. Administrative Services Academic Affairs Student Services</p> <p>2e. Administrative Services Academic Affairs Student Services Shared</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
	<p>3. Maintain a robust and reliable information technology infrastructure with current computing equipment for the entire college population</p> <hr/> <p>4. Support faculty and staff by maximizing the effective use of technology, enabling academic innovation in instructional delivery.</p> <hr/> <p>5. Provide a learner-centered environment</p>	<p>new cashier system, Emergency Notification System (ENS), and future Student Information System (SIS) modules.</p> <p>2f. Assess student overall satisfaction with the college programs and services</p> <hr/> <p>3a. Establish a wireless network on the campus in areas which are used regularly by faculty, staff and students.</p> <p>3b. Ensure that existing infrastructure, systems, equipment, and software are maintained to accomplish daily operations in all functional areas of the college.</p> <p>3c. Provide comprehensive training programs for faculty and staff for smart classrooms and conference rooms.</p> <p>3d. Improve customer service responsiveness and satisfaction rates for faculty, and staff using the College Maintenance Management System (CMMS).</p> <p>3e. Standardize audio visual equipment in all classrooms to provide uniform experience and training.</p> <hr/> <p>4a. Develop plans to improve course effectiveness by fully integrating innovative tools and delivery methods</p>	<p>conducted to improve staff productivity</p> <p>2f. Increase satisfaction with college programs and services by 2% as measured by student surveys</p> <hr/> <p>3a. Establish specifications and track performance of wireless network using surveys</p> <p>3b. Track the maintenance logs on the network along with maintaining a site failure log</p> <p>3c. Track the smart classroom training by creating a log showing dates and training accomplished</p> <p>3d. Create a bench mark for this year and measure the changes for each following year</p> <p>3e. Track the number of dissimilar platforms</p> <hr/> <p>4a. Complete the Technology Plan Survey students and faculty to determine if</p>	<p>governance committees</p> <p>2f. Student Services</p> <hr/> <p>3a. Senior Staff Technology Committee</p> <p>3b. Administrative Services Information Technology</p> <p>3c. Academic Affairs Professional Development for Smart Classrooms</p> <p>3d. Administrative Services</p> <hr/> <p>3e. Educational Technology Committee Technology Committee</p> <hr/> <p>4a. Technology Committee Educational Technology Committee Academic Affairs</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
	<p>that promotes active learning and student engagement</p> <hr/> <p>6. Increase student awareness and use of student support services and programs</p>	<p>4b. Increase online class offerings.</p> <hr/> <p>5a. Review and revise Student Learning Outcomes (SLOs) and assessment mechanisms.</p> <p>5b. Ensure active learning and applied knowledge and skills are examined through authentic assessment.</p> <p>5c. Create a professional development focus that emphasizes student active learning and engagement.</p> <p>5d. Create programs that promote student and faculty contact outside the classroom.</p> <hr/> <p>6a. Increase the number of financial aid applications for eligible students.</p> <p>6b. Increase student awareness of Health Center services.</p> <p>6c. Increase student awareness of Counseling Office services.</p> <p>6d. Increase student awareness of Child Development Center services for eligible students.</p> <p>6e. Increase student awareness of Assessment Center services.</p>	<p>plans have been integrated into the curriculum</p> <p>4b. Increase distance education offerings 5% annually</p> <hr/> <p>5a. Random inspection of ECD and assessment database</p> <p>5b. Inspection of assessment reports annually</p> <p>5c. Inspect professional development plan to ensure sufficient focus</p> <hr/> <p>5d. Survey students about student-faculty interactions</p> <hr/> <p>6a. Student surveys to measure awareness of financial aid</p> <p>6b. Survey students about Health Center</p> <p>6c. Survey students about Counseling Office</p> <p>6d. Survey Students about Child Development Center</p>	<p>4b. Academic Affairs Distance Education (DE) coordinator</p> <hr/> <p>5a. Curriculum Committee SLO coordinator</p> <p>5b. Outcomes Committee Academic Senate</p> <p>5c. College Planning Committee (CPC) and Professional Development Committee</p> <p>5d. Student Success ASO</p> <hr/> <p>6a. Financial Aid Student Services</p> <p>6b. Health Center</p> <p>6c. Counseling Office</p> <p>6d. Child Development Center</p> <p>6e. Assessment Center</p> <p>6f. Student Services Financial Aid</p>

Overarching Goals—CAPS	Operational College Goals	Objectives	Measure	Responsible Party for Measure
	<p>7. Increase student participation in Associated Student Organization (ASO) activities and shared-governance committees</p>	<p>6f. Increase student awareness and enhance the veterans' program to include the resources needed, including partners and resources outside the college.</p> <p>6g. Increase student awareness of the services offered to foster youth.</p> <p>6h. Increase eligible student participation in Extended Opportunity Programs and Services (EOPS).</p> <p>6i. Expand International Students Program.</p> <p>6j. Increase student awareness of the services offered by Special Services.</p> <p>7a. Develop a master calendar of statewide conferences/trainings.</p> <p>7b. Increase student participation in the Associated Student Organization (ASO).</p>	<p>6e. Survey students about Assessment Center services</p> <p>6f. Surveys to measure student awareness Enhance program</p> <p>6g. Surveys to measure student awareness</p> <p>6h. Increase participation in EOPS by 2%</p> <p>6i. Increase number of international students by 25%</p> <p>6j. Surveys to measure student awareness</p> <p>7a. Increase student participation in statewide conferences and trainings by 5%</p> <p>7b. Increase student participation in ASO activities by 10%</p>	<p>6g. Financial Aid</p> <p>6h. EOPS Office</p> <p>6i. International Students Office</p> <p>6j. Special Services Office</p> <p>7a. Associated Student Organization</p> <p>7b. Associated Student Organization</p>

**Appendix 7.1: Proposed Senate Meeting Dates for Spring 2014**

Academic Senate  
Spring 2014 schedule  
2/10/14 – 6/9/14

**2/10/14 – Senate Monday 2:15-3:45pm**

*2/14/14 – 2/17/14 – President's Birthdays*

2/21/14 – Senate Exec 1-2pm

2/24/14 – Senate Exec 1-2pm

**2/24/14 – Senate Monday 2:15-3:45pm**

3/3/14 – Senate Exec 1-2pm

3/10/14 – Senate Exec 1-2pm

**3/10/14 – Senate Monday 2:15-3:45pm**

3/17/14 – Senate Exec 1-2pm

3/24/14 – Senate Exec 1-2pm

**3/24/14 – Senate Monday 2:15-3:45pm**

*3/31/14 – Martin Luther King Holiday*

*4/7/14 – 4/13/14 – Spring Break*

4/14/14 – Senate exec 1-2pm

**4/14/14 – Senate Monday 2:15-3:45pm**

4/21/14 – Senate Exec 1-2pm

4/28/14 – Senate Exec 1-2pm

**4/28/14 – Senate Monday 2:15-3:45pm**

5/5/14 – Senate Exec 1-2pm

**5/5/14 – Senate Monday 2:15-3:45pm**

5/12/14 – Senate Exec 1-2pm

5/19/14 – Senate Exec 1-2pm

**5/19/14 – Senate Monday 2:15-3:45pm**

*5/26/13 – Memorial Day*

*5/27/13 – Non Instructional Day*

**Graduation Day – 6/11/14**



### Senate Officers:

President:	<b>Kathy Oborn</b>	Secretary:	<b>Mia Wood</b>
Vice President, Academic Policy:	<b>Izzy Goodman</b>	Treasurer:	<b>Joe Perret</b>
Vice President, Curriculum	<b>Margarita Pillado</b>	Past President	<b>Izzy Goodman</b>
Accreditation Chair (Advisory)	<b>Greg Gilbertson</b>	Professional Development (Advisory)	<b>Cassie Cain</b>

### Academic Senate Members

<b>Abels, Beth</b>	Senator At Large	<b>Kelly, Diane</b>	Physical Education
<b>Ahrens, Dick</b>	Business Administration	<b>Kiekel, Crystal</b>	Center for Academic Success
<b>Adajian, Blanca</b>	DAS Rep	<b>Kocs, Constance</b>	Art
<b>Bass, Wendy</b>	Academic Affairs Senator	<b>La Chance, Jody</b>	Agriculture
<b>Beavers, Jamie</b>	Life Sciences	<b>Martinez, Bob</b>	Chair, Student Success Committee
<b>Belden, Angel</b>	Psychology	<b>McKeever, James</b>	Philosophy & Sociology
<b>Benne, Beth</b>	Student Services Senator	<b>Meyer, Michelle</b>	Adjunct Faculty Rep
<b>Binsley, Jill</b>	CAOT	<b>Oborn, Kathy</b>	President
<b>Chartrand, Frank</b>	History	<b>Ogar, George</b>	Chemistry
<b>Cheung, Beth</b>	Industrial Technology	<b>Perret, Joe</b>	Treasurer
<b>Cleveland, Monique</b>	Outcomes Coordinator	<b>Pillado, Margarita</b>	Vice President, Curriculum
<b>Cooperman, Mike</b>	Chair, Ed Tech Committee	<b>Roberts, Amy</b>	Adjunct Faculty Rep
<b>Drelen, Traci</b>	Child Development	<b>Schamus, David</b>	Senator at Large
<b>Ersig-Marcus, Christine</b>	Speech	<b>Sheldon, Charles</b>	English
<b>Favre, Jeff</b>	Media Arts	<b>Tiu, Connie</b>	Nursing
<b>Fields, Dale</b>	Physics & Planetary Science	<b>Tortell, Cathryn</b>	Music
<b>Gabrielli, Anthony</b>	Poli Sci/Econ/CJ	<b>Valdes, Lauren</b>	Library
<b>Gibson, Denise</b>	Theater & Dance	<b>Veiga, Jacob</b>	Math
<b>Gilbertson, Greg</b>	Accreditation Chair	<b>Youhanna, Adrian</b>	Anthropology & Geography
<b>Gillis, Cara</b>	Chair, Ethics Committee	<b>Zimring-Towne, Joanna</b>	Counseling
<b>Goodman, Izzy</b>	Past President		
<b>Grogan, Bob</b>	Computer Science		
<b>Herbst, Cindy</b>	Modern Languages		
<b>Holland, Kathy</b>	Adjunct Faculty Rep		