COLLEGE OF MARIN

Planning & Resource Allocation Committee

November 12, 2013
2:00-3:30, Austin Center 177
Minutes

Present: Becky Brown, Gina Cullen, Jonathan Eldridge, Jeff Fleisher, Sara Frye, Gina Longo, Sara McKinnon (Co-Chair), Nanda Schorske, Carol Scialli (Resource), Cari Torres (Co-Chair), Sheila Whitescarver, Ben Wilson, June Yokell

Also Present: Matt Smyth

Absent: Jackie Barretta, Yolanda Bellisimo, Peggy Isozaki, Michele Martinisi, Greg Nelson, Kathleen Smyth

Agenda Review
- Agenda approved.

Minutes
- Minutes of October 22 meeting approved.

EAB Developmental Math Update
J. Eldridge
- Background: Laurie Ordin and Andrea Wang asked for additional funds for dedicated tutors. That led to a meeting regarding *Developmental Math*.
- By middle of next term, there should be concrete recommendations about what we need to do to improve student achievement. The idea is to help student be more successful.
- We are developing a relationship with *The Education Advisory Board* (*EAB*). On October 31, a researcher for *EAB* presented, in a coherent fashion, things we need to think about that are good for an institution.
- Next step is to schedule another meeting before end of semester.
- Plan to invite a high school instructor on the *Task Force* to participate.

ASCCC Fall Plenary Session 2013
S. McKinnon
- S. McKinnon shared information and insights from the *Fall Plenary Session* held in Irvine.
- Statewide *Academic Senates* gather twice a year, November and April. Attendees meet for three days and have sessions often related to *Title 5* issues. What majority of people want to come forward is decided upon in the form of resolutions.
- *Senates* do things through resolution process and make a commitment to do something at end.
- Resolutions are written, voted on in area meetings. *Review of Resolutions Approved November 9, 2013*. For example:
  - *Request ACCJC to Model Effective Self-Evaluation Practices*.
  - *Equitable Access to College Resources for Part-time Faculty*.
- This year, *City College* Accreditation was a huge item.

- Martha Kanter gave keynote speech. President Obama is coming up with a college rating system.
- *Adobe Creative Cloud* application may be purchased for home use for $19.99.
- Resolutions agreed upon that asked *ACCJC* for clarity.
- One resolution asked that they extend deadline for termination of *CCSF's* accreditation.
- *Santa Monica JC Emergency Faculty and Staff 911 Guide* passed around. C. Torres will show it to our HR Director as a model.

ACCJC Standards-- Changes
S. McKinnon
- *Timeline: City College of San Francisco and Accreditation* distributed.
- Review of accreditation standards document. These are all of the standards we have had to meet in the past.
- Document shows what has been added, but does not show what has been deleted.
- Evaluations regarding *SLOs*. Must evaluate faculty on basis of *SLOs*.
- This will come back and be more public in January.
- Patrick Perry, Vice Chancellor, Technology, provided a humorous presentation.
    o Putting together student to Counselor ratio reports for all colleges.
    o *Distance Ed Learning Management System Statewide* options.
    o *Ed Planning* initiative that includes E-transcripts.
    o Working on Common Assessments again

M & O Update
M. Smyth
- Welcome to our new *Director of Facilities Planning, Maintenance and Operations*.
- Hopes to help support our mission and goals and appreciates patience as he comes up to speed.
- Addressing work order needs but there are behind the scenes issues as well.
- A work order ticketing system (paperless) is being developed.
- Vision is one stop shopping where submit items and receive response electronically.
- One challenge is after hour special events, like planned auditorium events. Such events require additional custodial services, lighting, etc. and overtime. *M&O* needs advance notice.
    o *Outreach* usually pays for overtime when they hold events.
- How can we help M. Smyth:
    o Patience with *M&O's* response.
    o Let him know how *M&O* can be more responsive.
    o Recognize they have limited resources.

Subcommittee Reports
Technology Planning
- The servers are being installed.

Student Access & Success
- Hold for future meeting.

Educational Planning
- Hold for future meeting.

Facilities Planning
- Hold for future meeting.

Instructional Equipment
- Meets in spring 2014.

Professional Development
- Nothing to report.

Meeting Wrap Up/Assignments
- November 26 meeting will be cancelled. Next meeting is December 10.
- J. Eldridge will send out *PowerPoint* from EAB meeting.