Overview and Update
Last September the CSPC reviewed the Mission/Vision/Values statement and the College Goals.
- Data on college demographics, and information from the ARRC and CCSSE reports were used as a basis for the discussion.
- A variety of workshops were offered to inform people of the planning process. These included both general and targeted workshops.

The issues that arose around the process generally reflected concerns about the forms (new self-populating forms were used), the timelines, and the availability of training and other information.
- From the budget committee
  - interest in returning to a 3 year planning cycle.
  - above-the-line funding processes may not always fit well with how program planning is conducted.
  - Splitting the resource information between IT, facilities, etc. resulted in some concerns as no one group saw a form with all of the information.

- From department chairs
  - an interest in more information about the integration of college goals, department activities, and SLOs.
  - the need for more training on forms and processes.
  - Department chairs would like the ability to designate an objective as related to multiple goals.
  - Additional clarity and consistence in information related to the use of unit planning forms (e.g. how many objectives are expected).
  - Can unit objectives be grouped if they support the same overall outcome?

- From various sources:
  - How to incorporate maintenance of effort versus new work
  - Program plans may be needed for more programs
  - How to best include unit planning information/data into the CSPC data review?
  - The goals seem to some to be missing an important piece = help students achieve degrees, certificates, jobs and transfer. This may be implicit in the current goals but isn’t stated explicitly as one goal. This was suggested as a possible 10th goal.
  - More consistency from division to division and CSA to CSA in how unit objectives are ranked (perhaps a college-wide rubric may be useful).

The group was asked to think about our discussion and come to the next meeting ready to make suggestions.

CSPC Data Discussion
A number of ideas were discussed:
- Provide background data (e.g., a college profile or some elements of an environmental scan) as part of the CSPC data packet and also as part of unit planning data and program review data. This data may not apply directly to one of the specific college goals but would be useful as context.
- Whenever possible, provide data for multiple years so that trends can be analyzed.
- Include projections into the future where appropriate (e.g., enrollment projections from DO)
The group was asked to look over the draft data packets and provide feedback at our next meeting with respect to any important missing data and needed modifications to the packet.

**Communication and Outreach Discussion**

Several ideas were discussed:

- The College Mission statement currently doesn’t include a direct reference to degrees and certificates; should it be amended to include this?
- Training is needed on what the goals are, how they were developed, what data supports them, and how the goals relate to what happened “on the ground” in offices and classrooms.
- The process for revision of the goals was discussed briefly…more discussion suggested.
- Can the PRIE office and/or the CSPC provide a data presentation that helps to explain how we are doing with respect to the goals?

The group was asked to think about ways in which they could help with communication and outreach to the college community.

**Expectations for the May 8th meeting (12:00-1:30)**

A. Bring specific suggestions about what we can do to help with the issues/concerns noted in the discussion summarized above. For example:

- What suggestions do we have for the issues related to information flow to groups considering resource allocation?
- What might we recommend concerning the way the forms are structured; what changes will simplify the process? Note that there is an interest in not making too many changes.
- Should the mission statement be amended to include specific reference to degrees and certificates?
- Should we recommend a 10th goal relating to students achieving jobs, degrees/certificates and transfer?
- How can dissemination of information be made more effective?

B. Having reviewed the draft data set, provide feedback at our next meeting with respect to any important missing data and needed modifications to the packet.