PRIE Committee Agenda
February 26, 9:00-10:30am City Café #1

Members:
Committee Chairs:
• Manager: Marybeth Buechner, PRIE
• Classified: Anne Danenberg, PRIE
• Faculty: Dean Chubbic

Administrative Members:
• Jim Comins, Instruction Office
• Thomas Greene, Enrollment & Student Success
• Anne Licciardi, Math, Statistics & Engineering
• Don Palm, Instruction Office (Outreach)

Classified Members:
• Amanda Hamilton, Public Information Office
• Tracey Valverde, Learning Resources

Faculty Members:
• Dena Chubbic, Science & Allied Health
• Ginnie Gessford, Learning Resources
• Lori Delappe-Grondin, Theater Arts & Film
• Mel Duval, Electronics Technology

Student Members: Peter Velasquez

A. Approval of minutes from 1/22/2010

B. CCSSE Update:
Where are we to date?

C. Strategic Planning Discussion:
1. CSPC will start meeting in March to review the strategic planning process – What comments do we want to send along to that meeting? For example, at our last meeting it was suggested that:
   - It could be beneficial to designate certain years for a major review of college goals, in addition to a standard annual review of the college goals.
   - Some of the college goals could be grouped together under more general headings, and that could facilitate the review process.
   - The district is guided by five strategic directions, and it would be beneficial for the college goals to be in alignment with those strategic directions (see notes below).

SCC Goals aligned with District Strategic Directions – based on the Mid-year and End-of-year achievement reports prepared for Dr. Jeffrey to take to the Chancellor.

I: Student Success
   • Goal 1. Promote engagement and success of first-year students.

II: Access
   • Goal 2. Develop and implement a data-driven enrollment management system that aligns college programs and services to meet the needs of the college and the community.

III: Teaching and Learning Effectiveness
   • Goal 3. Improve basic skills competencies in reading, writing, and math and information competency in order to improve student preparedness for degree and certificate courses and for employment.
   • Goal 4. Ensure that processes, services, curriculum, and instructional design result in equivalent student outcomes for all modalities and locations (i.e., off campus sites, distance education, etc.).

IV: Community and Economic Development
   • Goal 5. Revise or develop new courses, programs and services based on assessment of emerging community needs and college resources.

V: Organizational Effectiveness
   • Goal 6. Improve staff processes for all classifications including hiring, orientation, mentoring, customer service, training, evaluation, and exit processes, with attention to the selection and retention of staff that reflect the diversity of our students and community.
   • Goal 7. Engage the college community in the process of ongoing institutional evaluation and continuous improvement, in the analysis and review of data.
   • Goal 8. Identify and respond to the needs of the college community that is growing increasingly diverse in terms of demographics and culture.
   • Goal 9. Deliver programs and services that demonstrate a commitment to learner-centered education and training and institutional effectiveness in support student success through the achievement of certificates, degrees, transfer, jobs and other personal goals.
2. CSPC meets in April to review planning process, data, and college goals. Last meeting the PRIE Committee suggested some revisions to how that data is prepared (summary below, also see minutes). Any other thoughts about these ideas?
   - Include more explanatory information beneath the graphs.
   - Another section might be added, featuring a list of “hot topics” that are of great interest to the various constituencies of the college.
   - More external data could be included.

PRIE committee members were requested to bring “hot topic” data from their respective areas for use in developing the CSPC data packet.

D. Data training:
The Self Study Planning Agenda has two items that include the PRIE Committee, both related to training folks on how to use data. What are your ideas on how to implement this more fully?

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<th>Planning Agenda</th>
<th>Office of Primary Responsibility</th>
<th>Coordinating groups</th>
<th>Timeline</th>
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<tbody>
<tr>
<td><strong>Standard I.B.5 – Training on institutional quality data:</strong></td>
<td>PRIE Office</td>
<td>PRIE Committee</td>
<td>Training on data use ongoing by Fall 2010</td>
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<td>By fall 2010, the Planning Research and Institutional Effectiveness (PRIE) Office will work with the PRIE Committee to provide ongoing training to the College community in working with data to assess institutional quality and student success that will affect change.</td>
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<td><strong>Standard II.A.1.b – Training on survey and SLO data:</strong></td>
<td>PRIE Dean</td>
<td>VPI, VPSS, AVPs Instruction and Student Services, PRIE Committee</td>
<td>Workshops continuing through spring 2012</td>
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<td>Continuing through spring 2012, the Instructional and Student Services Leadership and the PRIE Dean will conduct workshops focusing on the use of data such as the Community College Survey of Student Engagement (CCSSE) and Noel-Levitz Student Satisfaction Survey in program review, Student Learning Outcomes (SLO) assessment, and planning.</td>
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E. ARCC Report Update