



Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.

PASADENA CITY COLLEGE MEETING AGENDA and NOTES

Title of Meeting / Committee Name: Strategic Planning Standing Committee

Date: Monday, November 2, 2020 2:00 PM-3:00 PM

Room: Via Zoom

Name of Person Taking Notes: Jennifer Alvarez

Chair(s):

Crystal Kollross

Matthew Henes

MEETING NOTES

In Attendance: Sharis Amirian, Melissa Anderson, David Colley, Jennifer Fiebig, Stephanie Fleming, Matthew Henes, Veronica Jaramillo, Crystal Kollross, , Cynthia Olivo, Lindsey Reed, Liesel Reinhart, Kyle Schmidt, Raquel Torres-Retana, Sonya Valentine

C. Kollross called the meeting to order at 2:03 PM.

I. Review and approval of meeting notes from October 19, 2020

- Minutes approved by consensus as submitted. Committee members that did not participate in the October 19th meeting abstained from review and approval.

II. INFORMATION ITEMS

1. EMP Metrics and Strategy Assessment (5 minutes) Template

- M. Henes and C. Kollross indicated that the Educational Master Plan has goals and strategies. If a strategy needs to be changed or addressed, the committee should begin having this conversation and becoming familiar with the EMP.
- D. Colley discussed the Annual Update and status reports.

III. NEW ITEMS

1. Committee Evaluation Review (5 minutes)

- C. Kollross reviewed the results of the committee evaluation and discussed question three and question four. She encouraged the committee to ask for additional information and data as needed.
- The committee discussed share out points and adding this as an agenda item.

2. 2020-2021 Committee Goals (10 minutes)

- The committee discussed:
 - i. Adding information from the QFE as a goal
 - ii. General education outcomes and the Outcomes Standing Committee
 - iii. Measuring the action the college is taking and assessing to what extent the action has had a positive impact on students based on the concerns voiced at

the listening forum. The College Council, Student Success Committee, and the Facilities Standing Committee are working to address this.

- iv. The Chancellor's Office Call to Action and the student call to action and how this is being embedded in the integrated planning process and higher-level planning. This will be added as a goal.
- v. A goal specific to returning from being online due to Covid-19.

IV. OLD ITEMS- DISCUSSION AND POSSIBLE ACTION

1. Core Values (20 minutes)

- The committee reviewed the core values.
- The committee discussed:
 - i. Creating a focus.
 - ii. The core values of Campus Police that are self-evident and following this format.
 - iii. Including issues such as fiscal responsibility and environmental sustainability.
 - iv. Academic integrity and a separate bullet point for excellence in all aspects of academics.
 - v. Beyond the status quo in and out of the classroom.
 - vi. Academic curiosity, integrity, and excellence.
 - vii. Once approved, the document will be sent to the College Council and then to shared governance. After this occurs, the document will be sent back to the College Council and then to the Board.
 - viii. Free and informed expression and the connection to civic engagement.
 - ix. Introspection and reflection.
 - x. The college as a source for workforce development and economic input.
 - xi. Being of service to the community.
 - xii. The order of the core values and focusing on five to six core values.

2. Strategic Enrollment Plan (SEP) (15 minutes)

- S. Fleming indicated that the goal, maintain and publicize clear pathways to completion, was reviewed at the last meeting, and the committee provided feedback. This goal is being reviewed by various groups and brought back to the committee for a review of any changes.
- S. Fleming reviewed the goal, create and manage a student-centered course schedule that prioritizes completion and the strategies for achieving the goal, and asked the committee for feedback.
- The committee discussed:
 - i. Identifying the highest DFW (drop fill withdraw) incomplete courses to inform scheduling. DFWI (gatekeeper/gateway course) data to inform course scheduling.
 - ii. AB 705 courses and evaluating the effectiveness of short term and additional supports.
 - iii. Adding online course options as an alternative course schedule.
 - iv. Evaluate and revise as needed the assignment and distribution of classrooms.
 - v. Support courses in the fall and spring semesters.



- vi. The program transition guide, a recommended sequence of courses for completion.
- vii. Embedded support and cohorts for 16 weeks and eight-week courses.
- viii. Fill rate data for tactics.
- ix. Evaluating the course cancellation procedures.
- x. Critical science courses for transfer.
- S. Fleming asked the committee to email any additional feedback. She will update the slides for the two goals, and they will be sent to the committee.

V. ANNOUNCEMENTS

- C. Kollross encouraged the committee to vote.

VI. ADJOURNMENT- 3:01 PM