Napa Valley College
PLANNING COMMITTEE
MINUTES
May 3, 2005

PRESENT: Glen Bell, Kate Benscoter, Dianna Chiabotti, Benita Briones, Ron Rhyno, Ed Shenk, Jerry Somerville, Olga Travis, Judie Walter-Burke, Robyn Wornall

ABSENT: Matt Christensen, Sally Fitzgerald, Mary Shea

GUEST: Chris McCarthy

1.0 Introductions
2.0 Announcements
Olga announced that the Athletic Dept. will be putting on their dance show this weekend, May 7, 2005.

3.0 Public Comment
None

4.0 Approval of Minutes
M/S/C to approve the minutes of April 19, 2005.

5.0 Adoption of Agenda
M/S/C to adopt the agenda with the following addition:
6.3 California Community Colleges System Strategic Plan

6.0 Information/Action
6.1 Student Equity Plan
Judie reviewed with the Planning Committee the background on the Student Equity Plan. In 1994 the Chancellor’s Office asked Community Colleges to submit a Student Equity Plan. NVC submitted a plan, but it wasn’t approved by the Chancellor’s Office. We weren’t required to rewrite at that time because there weren’t any funds. February 2004, the Chancellor’s Office, again, requested Student Equity Plans, which would be due July 2004. Due to the fact that the standard format was not ready, the July due date was delayed. The next due date was January 2005, but the Chancellor’s Office would not be able to provide the data needed to complete the plan. The data covered five areas: Access, Successful Course Completion (Retention), ESL and Basic Skills Improvement, Degree and Certificate Completion, Transfer. We called the Chancellor’s Office and asked for an extension.
Robyn Wornall modeled the method of analysis based on the Equity Index developed by the University of Southern California’s Diversity Scorecard Project. NVC used the same threshold used by USC to identify inequity, which is 0.7.

The Planning Committee had a lengthy discussion on the 0.7 threshold, the data in general, and the area served by NVC. Ron Rhyno felt that if we made the threshold higher, say 0.8, we would identify more at risk students.

The committee felt that the research section of the plan, which contains all of the data, is adequate to meet the state’s requirements and provides NVC with more information than has been available in the past.

The Planning Committee’s charge is to review and approve all NVC plans. Does the Planning Committee find the Student Equity Plan acceptable?

M/S/C (Briones/Travis) to accept the Student Equity Plan.
Opposed by Ron Rhyno

6.2 Program Evaluation and Planning Update

Judie gave an update on the Program Evaluation and Planning Process. The process to be used for instructional programs has been approved by the Academic Senate. Sally Fitzgerald, VP, Instruction, has identified some programs (and some have volunteered) to conduct their program evaluation first. About 8-10 programs will be evaluated the first year.

Judie will be taking a draft of the Student Services Program Evaluation and Planning Process to the next Student Services Council on May 10.

The Student Services and Administrative Services Program Evaluation and Planning Processes are
modeled after Instruction. Student Services had only one section that changed significantly. Administrative Services may pose a slight problem in that the units do such varied jobs.

The Program Evaluation and Planning Process will begin fall 2005. During the summer, Robyn Wornall will collect the data for the programs that will be conducting their evaluations.

6.3 California Community Colleges System Strategic Plan

Judie attended a California Community College workshop last week regarding the CCC System Strategic Plan. A handout, which gave an overview of the project website and how to navigate through its various features, was distributed to the PC.

7.0 Other Business

Chris McCarthy suggested that for the next PC meeting we discuss Values statement and the idea of having a college-wide workshop in the fall. How do we actualize college values?

May 17 will be the last meeting of the year.

Adjourned: 3:00

Carolyn Sanchez
Recording Secretary