Napa Valley College
PLANNING COMMITTEE
MINUTES
October 5, 2004

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

ABSENT: Sally Fitzgerald, Karen Marshall

EXCUSED: Mary Shea

GUEST: Chris McCarthy

1.0 Introductions None
2.0 Announcements None
3.0 Public Comment None
4.0 Approval of Minutes M/S/C to approve the minutes of Sept. 21, 2004
5.0 Adoption of Agenda M/S/C to adopt the agenda.
6.0 Information/Action
   6.1 ADA Transition Plan

Judie reminded the PC that one of the roles of the Planning Committee is to review college plans for consistency with the Strategic Institutional Plan.

Windy Martinez, Assoc. Dean, Special Services, gave an overview of the draft ADA Transition Plan. This plan corresponds to goal 14 of the 2001-2005 Strategic Institutional Plan:

Develop and implement Americans with Disabilities Act Transition Plan, including program accessibility, architectural barriers, education, and services.

The ADA Transition Plan addresses architectural barriers that impede public access to programs and services. By September 2004, a draft of the plan was ready for review by faculty, staff, students, and the community. A public forum is scheduled for Tuesday, October 19, 2004, at 4:30 p.m. in the Napa Valley College Cafeteria. The draft ADA Transition Plan is available on the NVC website. A copy of the plan is also available at the following locations for review: NVC Library, President’s Office, UVC Library, and Napa Main Library.

The committee agreed that the ADA Transition Plan is consistent with the NVC Planning process.
6.2 **Review and discuss comments from campus community on the Mission, Vision, Mission and Goals**

The Planning Committee held their first forum today inviting the college community to review the preliminary drafts of the Mission, Vision, and Values Statements and a preliminary draft of the 2005-2011 Strategic Institutional Plan. The forum was held before the PC meeting, 12:30 – 1:30. We also sent the drafts out via email and invited the college community to send in their written comments.

Dianna Chiabotti felt that it was important that everyone on the PC hear the comments made at the forums and suggested that we hold a forum during our meeting time.

6.3 **Revise Mission, Vision, Values and Goals as needed for presentation to the BOT on October 28**

Review of the comments and revision of the Mission, Vision, Values and Goals will be at the same time.

Kate instructed the PC that we would spend about 15 minutes on each item. After we review all the comments and make revisions, a motion will be made to forward the preliminary Mission, Vision, and Values statements and the preliminary Strategic Plan to the BOT.

**Mission Statement Comments**

Several people directed their comments to the first sentence of the Mission Statement. They said it was too long, a run-on sentence, and it didn’t flow. Ed Shenk suggested the following revision:

*Napa Valley College engages students by providing high quality programs and services that promote learning, enhance individual development, and prepare life-long learners for their roles in our diverse, dynamic and interdependent world.*

There was a consensus that the second sentence, “Community needs are at the center of every decision that we make.” could be taken out of the Mission statement. The committee did not want to lose this sentence and felt it should be added somewhere.
Vision Statement Comments
The Vision statement should express what NVC wants to be in the future. The statement, “Napa Valley College, extending the dreams of all in the community” does not state what we want the college to be in the future. A suggestion that the committee agreed on is:

*Napa Valley College is a community of people excited about learning, where students are first and foremost in everything we do.*

Chris McCarthy suggested that a fourth category be added to the Mission, Vision, and Values Statements. This could be called the *Contract*. The contract would be something binding and would show how we operate. The Planning Committee really liked this idea. The contract statement could read:

*In accordance with the Mission, Vision, and Values statement, Napa Valley College endeavors to be a place where all ideas are important.*

The removed second sentence of the Mission statement, “Community needs are at the center of every decision we make.” could also be added to the Contract category. The committee will work on this at a future meeting.

Values Statement Comments
The majority of the comments we received on the Values statement were positive. People did have some concern with some of the bulleted items. The consensus of the forum participants and committee members is to split the fifth bullet, *Respect and Appreciation for Diversity and Individual Differences*

It will now read as two separate bullets.

- Respect for all people
- Appreciation of Diversity

The committee wanted to reaffirm that all ideas are important, so this eighth bullet was added:

- Openness to ideas and opinions
Goals and Objectives for

The only suggestion for the goals and objectives was to make sure that there aren’t duplications in the measurable objectives and performance outcomes. The question was asked, “Should mandated plans be listed here?” Yes, we should definitely list them as part of our plan.

Some of the objectives have been established, as in the Title III proposal or accreditation standards. The blank measures, denoted by an “X”, will be established this fall in consultation with appropriate individuals and/or committees.


7.0 Other Business

None

Adjourned: 2:50 p.m.

Carolyn Sanchez
Recording Secretary