Napa Valley College  
PLANNING COMMITTEE  
MINUTES  
April 4, 2008

PRESENT: Matt Christensen, Oscar De Haro, Michael Dow, Bob Freschi, Fain Hancock, Chris McCarthy, Martin Murphy, Sue Nelson, Mary Shea, Jerry Somerville, Judie Walter-Burke, Robyn Wornall

ABSENT: Stephanie Burns, Edward Beanes, Tamara Melvin

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 March 7, 2008.

5.0 Adoption of Agenda  
M/S/C to adopt the agenda.

6.0 Information/Action

6.1 Report from Standard 1 Sub-Committee: Stephanie Burns, Chris McCarthy, Martin Murphy, Mary Shea, Jerry Somerville, Judie Walter-Burke, Robyn Wornall.

The Standard 1 sub committee met to discuss Standard 1. Sections of the standard were assigned to sub-committee members.

Martin Murphy, Stephanie Burns and Jerry Somerville have met and begun work on Standard 1.B.6. They will type up a rough draft for the next PC meeting.

Jerry Somerville reported that he and Stephanie Burns met to work on Standard 1.B.7. Jerry wanted to clarify that they should be looking at evaluating the evaluation methods.

Judie and Robyn have also started working on their sections.

Mary Shea will be meeting with Chris McCarthy and Jerry Somerville to work on their section.

6.2 Review/revise the NVC Mission Statement: The Planning and Budgeting Process policy charges the planning committee with the responsibility to review and recommend revisions to the NVC Mission Statement. The committee will evaluate the extent to which the current mission statement meets accreditation standard 1.A. “The institution has a statement

The NVC Mission statement was last reviewed and revised in 2004. Our current Mission statement does not address the college’s intended students and does not state that we have open access. The open access is stated in the California Community College’s Mission Statement.

Revise the Mission Statement, as follows:
Napa Valley College engages all students by providing through high quality programs and services that promote learning, enhance individual and workforce development, and
of mission that defines the institution’s broad educational purposes, its intended student population, and its commitment to achieving student learning.”

- What does NVC’s mission statement say about its educational purposes? Are these purposes appropriate to an institution of higher learning?

- Who are the college’s intended students? How does NVC determine its intended population? Is the identified population a reasonable match for NVC’s location, resources, and role in higher education?

- What processes does NVC use to foster college-wide commitment to student learning? Does the mission statement express this commitment?

6.3 Discuss Standard 1.B.1. “The institution maintains an ongoing, collegial, self-reflective dialogue about the continuous improvement of student learning and institutional processes.”

Where does the dialogue take place?

prepare life-long learners for their roles in our diverse, dynamic and interdependent world.

Replace the NVC Vision with a Purpose Statement. The committee would like to develop a Purpose Statement similar to the one adopted by Cabrillo College, which reads:

“Our purpose is to provide an accessible and effective learning environment which aids students in their pursuit of transfer, career preparation, personal fulfillment, job advancement, and retraining goals.”

Jerry noted that by revising our mission statement and substituting our Vision statement with a “Purpose” statement, we have a direct link to the College-wide Student Learning Outcomes.

Judie will send out an email to the college community asking for feedback on the above proposed changes by April 17.

The Planning Committee discussed the various areas where dialogue occurs: Curriculum, Planning Committee, Budget Committee, Facilities Committee, Flex days, TLC, Assessment Committee, Forum on Retention and Persistence, Title III, Matriculation Committee, Instruction Council, Student Services Council, PEP, CORE Group, Faculty committees, Academic Senate meetings, Division meetings, BSI, Admission and Records Newsletter, Instruction Newsletter. In summary, the dialogue occurs in every meeting, even if not easily identified on the meeting agendas.
We have received grants that provide money to continue to improve student learning, and to improve institutional processes.

6.4 Assessment Task Force Report - see attached

Jerry Somerville reviewed the Learning Assessment Committee Task Force Final Report. Jerry has been advocating for an Assessment Committee for several years. A recommendation is going to the Academic Senate.

7.0 Other Business

None

Adjourned: 9:50 a.m.

Carolyn Sanchez
Recording Secretary