Napa Valley College
PLANNING COMMITTEE MINUTES
May 2, 2008

PRESENT: Stephanie Burns, Matt Christensen, Edward Beanes, Michael Dow, Bob Freschi, Tamera Melvin, Martin Murphy, Mary Shea, Judie Walter-Burke, Robyn Wornall

ABSENT: Oscar De Haro, Fain Hancock, Chris McCarthy, Sue Nelson, Jerry Somerville

GUEST: Vanessa Mullally

1.0 Introductions
Vanessa Mullally, Information Technology Director, was introduced.

2.0 Announcements
Oscar De Haro is receiving an award from Mendocino college.
A Preliminary Budget forum is scheduled for May 8 and is open to the public.

3.0 Public Comment
None

4.0 Approval of Minutes
M/S/C to approve the minutes of April 18, 2008.

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

6.0 Information/Action

6.1 Review NVC Technology Plan for consistency with the Strategic Plan. Vanessa Mullally, Director of Information Technology, will present an overview of the Technology Plan. The Planning Committee is charged with reviewing college plans for consistency with the Planning and Budget Policy.

Vanessa Mullally gave an overview of the NVC Technology Plan. There was input from the College Community. The plan will go to the Board of Trustees in June.

Tamera Melvin, ASB rep., stated that the students are concerned that there aren’t any accessible FAX machines from them to use. There should be a policy or process to address this concern.

Technology refreshment - The Equipment has a life cycle. We have an aging network; the switches are old and there is no mechanism in place to replace equipment.

Robyn Wornall pointed out that one of the drawbacks of group writing is consistency.

Since the plan is being approved in 2008 we should either take the date off of the cover or state that it was approved by the BOT on date.

The consensus of the Planning Committee is that the Technology Plan is consistent with the Planning and Budget Policy.

6.2 Revise/Update the Mission Statement and Purpose. The Planning Committee has recommended minor revisions to the Mission Statement and has

The agenda packet had a copy of the Draft Revision to NVC Mission, Vision, Values email sent out by Judie Walter-Burke and the comments received by the college community.
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discussed replacing the college’s Vision Statement with a statement of purpose. These ideas were shared with the college community via email and a number of comments were received. The committee will review the comments and discuss the revisions.

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

The Planning Committee was in agreement to make the changes (in bold) to the above statement.

Judie attached a rough draft of the Purpose Statement to the agenda packet. A discussion ensued on the statement. Below is a revised rough draft which will be sent out to the PC for input:

As part of the California Community College System, Napa Valley College provides open access to higher education. The college supports students in their pursuit of the skills needed to succeed in college, transfer to four year colleges and universities, career and job advancement, and personal fulfillment.

The Planning Committee has all of the drafts of Standard 1 to review for accuracy and completeness for the May 16, 2008, Planning Committee meeting.

6.3 Accreditation Self Study, Standard 1. The sub-committee has prepared a draft report addressing Standard 1, Mission and Institutional Effectiveness. A copy of the draft is attached for the committee to read prior to the meeting. The committee will review the draft for completeness and accuracy.

7.0 Other Business

None.

Adjourned: 10:00 a.m.

Carolyn Sanchez  
Recording Secretary