

| <b>Educational Master Plan Committee—Minutes –November 23, 2009</b>  |  |
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| Aguilar-Kitibutr, Ailsa<br>Bangasser, Susan<br>Bell, Damon<br>Daniels, Deb<br>Dusick, Diane<br>Hansen, Jim<br>Padilla, Sam | Peters, Dena<br>Ragan, Kay<br>Russ, Zelma<br>Sheffield, Troy<br>Stanskas, John<br>Weiss, Kay<br>Nichols, Barbara |
| <b>TOPIC</b>   | <b>DISCUSSION and ACTION</b>   |
| Minutes  | Review and comments. There were no additions or corrections to the plan.   |

**OTHER BUSINESS:**

|                                 |   |
|---------------------------------|---|
| Data                            | Barbara discussed data that has been given to the Instructional Divisions. Other data for Student Services was questioned. Troy mentioned that she has spoken with Jim and Damon regarding their areas. They need to submit requests for data to James Smith by Dec. 4. It will be returned by Dec. 15.<br>Troy distributed the sheet of data due dates that Kevin Fleming will be working on. Matthew Lee, the consultant, asked the campus groups to review the sheet for potential data that is needed.. |
| SBVC Progress on EMP handout    | Troy reviewed the handout that was provided to the district Strategic Planning Committee and reviewed the timeline.   |
| Planning for January 8, 2010    | Troy distributed a draft of the January 8, 2010 planning activities. As a result, a revised draft was crafted. It will be reviewed again at the Dec. 7, 2009 meeting. See revised draft on back side of these minutes.<br>Diane D. suggested that the goal needs to be measureable. It may be that objectives will be added that forms what needs to be measured.<br>Deans will provide copies in packets of their one-page summaries to the Office of Research & Planning by January 5, 2010.              |
| Next Meeting – December 7, 2009 |   |

REVISED SCHEDULE FOR JANUARY 8, 2010 PLANNING ACTIVITY

|             |  |               |
|-------------|--|---------------|
| 8:00-8:30   | LIGHT REFRESHMENTS                               | CAMPUS CENTER |
| 8:30-8:45   | WELCOME, INTRODUCTION OF THE MORNING ACTIVITY    | DEB, TROY,    |
| COURTNEY    |  |               |
| 8:45-9:30   | REVIEW DATA, COLLEGE AND AREA DEMOGRAPHICS       | JAMES &       |
| BARBARA     |  |               |
| 9:30-9:45   | BREAK  |               |
| 9:45-10:30  | RAINBOW GROUPS, ONE-PAGE SUMMARIES, KEY FINDINGS | FACILITATORS  |
| 10:30-11:00 | REPORTING OUT BY GROUPS                          | EA. GROUP     |
| REPORTS     |  |               |
| 11:00-11:45 | DIVISION DISCUSSIONS                             | FACILITATORS  |
| 11:45-12:15 | REPORTING DIVISION DISCUSSIONS                   | EA. GROUP     |
| REPORTS     |  |               |
| 12:15       | LUNCH (ON YOUR OWN)                              |               |

FACILITATORS

|                 |                                   |
|-----------------|-----------------------------------|
| College Council | Educational Master Plan Committee |
| Deb Daniels     | Ailsa Aguilar-Kitibuhr            |
| John Stanskas   | Susan Bangasser                   |
| Damon Bell      | Diane Dusick                      |
| Marco Cota      | Dena Peters                       |

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|---|--|
| <p>Jay Danley<br/>Jim Hansen<br/>Rick Hrdlicka<br/>Courtney Hunter<br/>Celia Huston<br/>John Napolitano<br/>Barbara Nichols<br/>Kay Ragan<br/>Zelma Russ<br/>Troy Sheffield<br/>James Smith</p> | <p>Kay Weiss<br/>*If you are on both committees you should see your name with College Council.</p> |
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