



Governance & Planning Council

October 20, 2010

Approved Summary

MISSION COLLEGE MISSION STATEMENT

Mission College's first priorities are students, their learning and their success.

Our College serves the diverse educational, economic and cultural needs of the student population of Santa Clara, the Silicon Valley and our global community by providing associate degrees, transferable, career and basic-skills courses and programs, as well as opportunities for life-long learning.

Through participatory governance in support of our first priorities, Mission College systematically commits to evaluating and improving educational programs, technological resources and student support services by making informed decisions, allocating resources and establishing institutional policies and procedures.

Name	P	A	Name
Ambriz-Galaviz, Norma	X		VP of Instruction
Cook, Travis	X		ASB
Cox, Cathy	X		Academic Senate President
Hudak, Pat	X		Academic Senate
Inoue, Betty	X		Classified Senate
Jahan, Mina	X		Instructional Technology
Johnson, Penny	X		VP Student Services
Jones, Laurel	X		President
Lam, Clement	X		ASB President
Loi, My	X		Classified Senate President
Miller, Bob	X		Academic Senate, SS Non-inst. fac
Monahan, Susan	X		
Morgan, Janice	X		Academic Senate
Negash, Worku		X	VP Admin Svcs
Oliver, Gerry	X		Classified Senate
Peck, Daniel	X		Dir of Research, Ex-Officio
Winsome, Thais	X		Academic Senate, Faculty
Zendejas, Saul	X		Classified Senate

GUESTS:

Megan Baker	ASB Director of Activities
Robbie Berlani	ACE President
Ariel Maldonado	ASB Director of Recruitment

GENERAL BUSINESS:

- Approval of Summary notes for 10/06:** Approved as submitted.
- Special Request from ASB:** ASB students, Megan Baker, Director of Activities and Ariel Maldonado, Director of Recruitment, came to GAP to recruit Administrators to come to the Halloween event on Thursday 10/28 and sign up to "take a pie in the face"! Thais Winsome and Pat Hudak volunteered along with President Jones and Saul Zendejas. This is a fundraising event with proceeds going to UNICEF and the Circle K club on campus.
- Distribution of GAP Summary:** President Jones clarified the procedure GAP will use to distribute the agenda and summaries. The unapproved summaries will be sent to the GAP members only prior to the meeting for their review and comments. The Agendas will be sent out to all users by Monday noon prior to the meeting.
- Agenda was amended:** The Vision Statement and Wiki Demonstration was added to today's agenda.

INFORMATION:

- Constituent Updates:**
 - Academic Senate: Academic Senate President explained the events of the Board of Trustees meeting last night where WVC deactivated 137 courses. WVC's "deactivation" is the same as Mission College's "archive". The list from WVC came by course number without the course title and a trustee objected and wanted to know what they were and wanted to approve the item

but couldn't until the titles were seen. There was a lengthy discussion at the meeting involving the WVC Academic Senate President about Board micro-managing and Academic Senate primacy in matters of curriculum. The final vote was 6-1. The discussion was interesting and well discussed.

The senate faculty are still in the process of new faculty prioritization.

- **Classified Senate:** My Loi, President of the MCCS reported that the Classified Senate in conjunction with the Academic Senate and the ASB are holding a "Candidate Forum" with the candidates for the WVMCCD Board of Trustees on Thursday, 10/21 at 11:30 to 1 p.m. in the Main Building lobby in front of the Welcome Center.
- **Office of Instruction:** VP Ambriz-Galaviz announced that the Enrollment Management Seminar will be held on Thursday, 10/21 in TAV-130 with guest instructor Randy Larkin with the California Brain Trust (CBT) leading the seminar. There are 35 enrolled and if you are interested in attending, please contact VP Ambriz-Galaviz as soon as possible.
- **Admin Services:** Worku Negash is attending the Statewide ACBO meeting in Sacramento this week where all the CC CBOs are getting briefed on the recently signed budget and how it impacts each of our budgets. He will report at the next meeting.

2. **Goals Task Force Report:** Dr. Ambriz-Galaviz reported on the results of the Goals Task Force. The Task Force has reviewed all goals from our Educational Master Plan compared them with the discussion that we had at Flex Day this fall where we did a Core Values Update. A handout of this document was presented to the GAP members to review and share with their constituents.

The task force's goal was to condense and create measurable actions on each of the Core Values and focus on one goal under that value to accomplish in the 2010-11 to 2011-12 academic years. Under each Value is a Goal with measurable milestones with activities to be accomplished to reach our goal and a timeline. This can be revised when we redo our Strategic Plan.

At this time, Dr. Ambriz-Galaviz asked that GAP members take this draft back to their constituent groups for feedback. She said "we are not creating new goals, we are just focusing on revising language and changing milestones or timing and creating a focus that is achievable."

Feedback should be reported at the last meeting in November and finalized by December 8.

GAP members questioned the items contained in the Draft Document, Core Value 1 (Culture of the Institution) that states its Goal as: "Mission College will create a climate of discovery that embraces inclusion, inquiry and creativity", and specifically with Milestone #3: "Classified participation in development (flex) days is supported through institutionalized closure of student services to allow

classified participation.” There was a controversy over closing of student services on our traditional Flex Day, which is the last day before the start of the new semester. Discussions ensued on how this can be accomplished and still provide the level of student services students expect.

Various solutions were suggested:

- Closing the college on that day and sending out notice in advance so that students don't expect service that day.
 - Changing the day of Flex would not work because most faculty won't be on campus before the last day before the semester starts and it's in their contract.
 - Make sure that if we do close we have plenty of time to advertise that we are closed so there is no confusion on that day. Foothill-De Anza has closed the day before the semester starts for this very reason.
 - It's important for the Classified Staff to be able to participate and have input in our planning sessions and staff development opportunities.
 - Studies show that the later a student adds, the greater their chances of failure and higher their drop-out rate. Enforcing deadlines could do a student a favor and could be a paradigm shift for students.
3. **Wiki Demonstration:** A demonstration of our Wiki website was done by Mina Jahan, Dean of Technology. The site is being developed for our use with our mid-term accreditation documents and other uses, such as Goals and Vision Statements. The site hasn't given us full license yet, but it is expected shortly. Mina will be sending out the URL for everyone to view. This will enable us to prepare and test this out on our mid-term accreditation report so we will be ready to use it on our self-study. The full-version will be ready for our use and will be demonstrated at the November 3 GAP meeting.
4. **Vision Statement:** President Jones began the discussion on our Vision Statement. At the District Level we have selected a consulting firm (CBT) to prepare our District Vision Statement. Here at Mission, President Jones learned from her Listening Tour that we all don't agree where we're heading. Now is the time to begin developing this vision of what we will be and how we will be seen in the community and by our students.

We need to be adding more AA degrees and Vision Forums in the Spring will be held to determine what the community needs and begin the planning out for the next two years. This will be a Presidential Advisory Group that consists of community members that are hand-picked to serve from our surround technology companies, i.e., Google, Intel, Yahoo.

The meeting ran over its allotted time so discussion was closed and Item #5: Committee Review was postponed until the next meeting November 3.

Meeting adjourned at 12:15 p.m.