



**District Planning Committee**  
**May 31, 2019 Minutes**  
**Educational Service Center, 5<sup>th</sup> Floor Conference Room**

**Attendance:** (11 members present)

Badalyan, Anna (Tanya Yanes)	City	Kudo, Mily	ESC
Echeverri, Angela	DAS	Master, Sarah (Irma Luna)	Mission
Diaz, Martin (Ebony McDuffie)	Trade-Tech	Pearl, Maury	ESC
Fowles, Michelle (Cathy Jin)	Valley	Romo, Mike	AFT 1521A
Gallegos, Alfred	Southwest	Wardinski, Steve	East
Gallegos, Patricio	Pierce		

The minutes of the March 22, 2019 meetings were reviewed and approved with corrections.

**DPC Annual Evaluation**

The results of the DPC annual evaluation survey were reviewed and discussed. Nine (9) of 24 responses (38% response rate) were received. The survey showed high/favorable approval ratings for most questions. Specific areas of the survey and comments were also reviewed. The main negatives were meeting scheduling (Friday p.m.) and attendance. Discussion over meeting times and attendance included the following:

- Difficulty for faculty to attend at other times
- Conflicts with other events on Fridays--meetings were effectively every other month due to cancellations, mainly as a result of conflicts with District events on Fridays
- Suggestions to provide lunch/food possibly in conjunction with annual retreat

The survey also highlighted the following areas for improvement:

- Need for student member to be appointed and attend meetings
- Need to revisit membership and fill vacancies
- Use BoardDocs for meetings
- Development of topical items for meetings (identify best practices and present; AB705 planning)
- DPC functions is to serve as a resource to help facilitate planning--not as a body that directs college planning
- Include more detail in agenda and send out earlier (2 weeks in advance)

Overall, the committee evaluation of charges was as follows:

<b>Did the Committee Successfully Fulfill it Stated Charge during the Past Year?</b>	<b>Yes</b>	<b>No</b>
• Evaluate District Strategic Plan	<b>X</b>	
• Develop District Strategic Plan		<b>NA</b>
• Develop Annual District Strategic Plan Priorities	<b>X</b>	
• Review policies as related to District Strategic Planning	<b>X</b>	
• Coordinates presentations of institutional effectiveness reports related to the District Strategic Plan		<b>X</b>
• Facilitates the sharing of institutional best practices relating to planning	<b>X</b>	
• Coordinates the evaluation of district shared governance processes	<b>X</b>	

Maury will send out for review prior to sign-off by committee chairs.

## **Review District Governance Survey**

Maury reported that the governance survey was sent out on May 1, 2019. To date, 105 responses have been received out of approximately five hundred sent to participants in district-wide governance. The results of the survey will be used in reporting on District Recommendation 9 (for improvement), received by the District in the 2016 accreditation cycle [*In order to increase effectiveness, the team recommends that the District review the membership of institutional governance committees to ensure all employee groups, particularly classified staff, have formal input on institutional plans, policies, and other key considerations as appropriate. (IV.A.5)*]. The survey was scheduled to close on May 31, 2019 but will be extended for another week. Mily is analyzing the survey outcomes and these will be presented at the next meeting.

## **Review and Align DSP Metrics**

Mily reviewed the alignment document, first noting previous approved changes (green highlight in this document and summarized below)

### **Approved Changes to DSP (3/22/2019)**

#### **Overall Changes:**

- Removing measures from the DSP related to the scorecard
- Changing the wording of targets to be percent increases, instead of numbers
- Use measures available in the Student Success Metrics

#### **Relating to Vision Goal (VG) 1:**

- Measure 3.2.3 changed to “Number of students who received an Associate Degree (Including ADTs)”
- Changing the target for students who receive an Associate for Transfer Degree to a 35% increase
- Adding a new measure “Number of students who attained the vision for success goal completion definition” with a 20% increase as a target

#### **Relating to VG3:**

- Changing the target for the average number of units accumulated by Associate degree earners to a 10% decrease

#### **Relating to VG4:**

- Changing the target for the proportion of students who attained a living wage to a 10% increase
- Adding measure “Median earnings among all students who did not transfer to a 4-year institution” with a 10% increase as a target

#### **Relating to VG5:**

- Adding measure “College identified measures on groups of students who are disproportionately impacted” with a 40% decrease as a target

#### **Other Changes:**

- Replace Goal 3, Objective 5 (We will increase the percentage of students completing transfer-level English and mathematics among those who begin at courses below transfer level) with “We will increase the percentage of students completing transfer-level English and mathematics within their first year of enrollment”
- Added new measure: “Number of students who complete transfer-level English and mathematics within their first year of enrollment”

Then she reviewed proposed changes in each goal related to identifying and removing redundant/duplicative measures, adding measures, changing measures to those in the student success metrics (SSM). For DSP Goal 1, the proposal was to add a new measure, “Number of AB540 Students” with a target 25% increase. This measure was suggested for inclusion because it is in the student-centered funding formula (SCFF). Relating DSP Goal 2, Mily recommended removing measure 2.3.2, “Number of Course enrollments” as this did not align with the full-time student goal. She also suggested addition of the “Number of Pell Grant recipients” and the “Number of California Promise Grant recipients” as these are also in the SCFF. For measures 2.7.1 and 2.7.2 (relating to Fall to Spring and Fall to Fall persistence rates, respectively), Mily recommended changed targets to “Increase proportion by two standard deviations”. Relating DSP Goal 3, it was suggested that first year math and English completion be reported separately as “Percentage of students who completed transfer-level English in their first academic year within the district” and “Percentage of students who completed transfer-level math in their first academic year within the district”. Since AB705 will change baseline completion rate, the committee DPC decided to set targets as “TBD after AB705 implementation” for all measures in Objective 5 related to completing transfer-level

English and math courses. Relating DSP Goal 5 utilized metrics from the District Governance Survey. Since the survey was recently revised, Mily suggested that the following questions from the survey be included:

- “District-level decision making is effective in relation to budget development and resource allocation”
- “The District and college administration take into consideration the recommendations and decisions made by committees” with a target of a 3.5 survey rating
- “Overall, I feel that District-wide decision making is effective in supporting the District’s mission and goals” with a target of a 3.5 survey rating

The following changes to the DSP were approved by the committee:

Overall Changes:

- Renumbering measures, to compensate for newly deleted and added measures

Relating DSP Goal 1:

- Adding new measure 1.4.3, “Number of AB540 Students” with a target 25% increase

Relating DSP Goal 2:

- Removed measure 2.3.2, “Number of Course enrollments”
- Added measure 2.6.2, “Number of Pell Grant recipients”
- Added measure 2.6.3, “Number of California Promise Grant recipients”
- Changed targets of measures 2.7.1 and 2.7.2 (relating to Fall to Spring and Fall to Fall persistence rates, respectively) to “Increase proportion by two standard deviations”

Relating DSP Goal 3:

- Added measure 3.5.2, “Percentage of students who completed transfer-level English in their first academic year within the district”
- Added measure 3.5.3, “Percentage of students who completed transfer-level math in their first academic year within the district”
- For all measures in Objective 5, related to completing transfer-level English and math courses, DPC decided to set targets as “TBD after AB705 implementation”

Relating DSP Goal 5:

- Removed measure 5.5.1, “District-level decision making is effective in relation to budget development and resource allocation”
- Added measure 5.5.1, “The District and college administration take into consideration the recommendations and decisions made by committees” with a target of a 3.5 survey rating
- Added measure 5.5.2, “Overall, I feel that District-wide decision making is effective in supporting the District’s mission and goals” with a target of a 3.5 survey rating

## **Committee Meeting Calendar**

### **Future Meetings:**

Friday, June 28, 2019, 12:30 p.m. to 2:30 p.m.  
7<sup>th</sup> Floor Conference Room, ESC

Friday, July 26, 2019, 12:30 p.m. to 2:30 p.m.  
7<sup>th</sup> Floor Conference Room, ESC