FOOTHILL COLLEGE

Putting Access Into Action

Minutes
Date: March 23, 2010   Time: 1:30 p.m.
Location: Biology Conference Room 5212

Attending: Bernie Day, Richard Galope, Don MacNeil, Paul Starer & Chris White

Summary

Item	Notes
Agenda	Review timeline for our SIP Review Program Planning Themes Program Planning Goals Review resource requests:
Goals	Cursory review of resource requests Begin development of commitments to action for PAIA goals
Next Meetings	Tuesday, April 13, 2010 1:30-3:00 in room 5212 Tuesday, April 27, 2010 1:30-3:00 in room 5212

Discussion Detail

General Discussion
- There was some discussion on how the resource requests were presented and suggestions were made to make them easier for the SIP to prioritize:
  - Include costs in all the summaries. Some had it listed, some didn't.
  - Would like Institutional Research & Planning to develop a matrix, which includes all the requests, organized by category (one-time B, on-going B, equipment, facilities) SIP affiliation and then division, to give SIP members an overall view of the requests being made across the campus.
- Question raised: What are the criteria for defining which categories (one-time B, on-going B, equipment, facilities) requests are made?
  - It was noted, without the Deans having those criteria, they may be at a disadvantage in presenting their request.

Resource Requests Review
- To help make the resource requests more manageable, the SIP did a cursory summary of all resource requests to see if they fit within our purview.
- It was noted that it was difficult to prioritize the requests without some developing the SIP's commitments to action first.

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Developing Commitments to Action
- Began the process by asking, "What criteria do we use to develop our commitments to action?"
  - Determined criteria comes from SIP goals we have already developed
- Preliminary Commitments to Action
  - Commit to a systematic evaluation of our intake process. Examining every point of access and evaluating whether it works for doesn't.
  - Commit to a systematic review of student advising.
    - Research why there is a lack of student diversity compared to the geographical area that we serve. What are the factors that influence student demographics in our service area?
    - Survey our service area to find out what they actually want from us.
      - Get results from student survey taken 3 years ago through Interact Communications.
  - Commit to developing open resources.
  - Commit to understand how college programs can collaborate more effectively.
  - Commit to understand the best way to market and provide outreach to our students on a global level (the college at large) vs. a local level (to more targeted audiences).
  - Commit to understand the internal obstacles that prevent us from achieving our goals.
  - Commit to providing quality service so any encounter a student has with the college they are informed of all the opportunities available to them and the message is consistent throughout departments.

Next Steps

- Review and develop a preliminary prioritization of resource requests for April 13th PAIA meeting.

Strategic Initiative: **Putting Access Into Action**	Core Mission: **Basic Skills**
Supporting sentence from initiative description: … the doors of our institution remain open to all students who will benefit regardless of means, academic preparation, or personal circumstances.	**Goal:** Development of comprehensive engagement strategies that address the needs and challenges o all students' populations, constituent groups, and community stakeholders (business etc.). **Commitments to Action:**
	Goal: Streamline entry functions and activities into one cohesive system. **Commitments to Action:**
	Goal: Engage in a highly coordinated effort to equip students with the means to identify and achieve their self-defined goals. **Commitments to Action:**

Strategic Initiative: **Putting Access Into Action**	Core Mission: **Transfer**
Supporting sentence from initiative description: Meaningful access recognizes the needs of students beyond the realm of academic student support services and acknowledges the complex lives of our students.	**Goal:** Development of comprehensive engagement strategies that address the needs and challenges o all students' populations, constituent groups, and community stakeholders (business etc.). **Commitments to Action:**
	Goal: Streamline entry functions and activities into one cohesive system. **Commitments to Action:**
	Goal: Engage in a highly coordinated effort to equip students with the means to identify and achieve their self-defined goals. **Commitments to Action:**

Strategic Initiative: **Putting Access Into Action**	Core Mission: **Workforce**
Supporting sentence from initiative description:	**Goal:** Development of comprehensive engagement strategies that address the needs and challenges o all

Meaningful access recognizes the needs of students beyond the realm of academic student support services and acknowledges the complex lives of our students.	students' populations, constituent groups, and community stakeholders (business etc.). **Commitments to Action:**
	Goal: Streamline entry functions and activities into one cohesive system. **Commitments to Action:**
	Goal: Engage in a highly coordinated effort to equip students with the means to identify and achieve their self-defined goals. **Commitments to Action:**

Strategic Initiative: **Putting Access Into Action**	Core Mission: **Stewardship of Resources**
Supporting sentence from initiative description: We endeavor to capitalize on the charitable as well as business, corporate, and grant-based support of our programs and services…	**Goal:** Development of comprehensive engagement strategies that address the needs and challenges o all students' populations, constituent groups, and community stakeholders (business etc.). **Commitments to Action:**
	Goal: Streamline entry functions and activities into one cohesive system. **Commitments to Action:**
	Goal: Engage in a highly coordinated effort to equip students with the means to identify and achieve their self-defined goals. **Commitments to Action:**

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