



## MEETING MINUTES

Date: March 22<sup>nd</sup>, 2019  
Time: 1-3 p.m.  
Loc: 1901

### NOTES BY TOPIC

| ITEM | TOPIC                                                                               | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | OUTCOME               | NEXT STEPS                                                                                                | *RESP                        |
|------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------------------------------------------------------------|------------------------------|
| 1    | Minutes                                                                             | <ul style="list-style-type: none"><li>○ Adjust attendance Sean Negus was present in previous meeting</li><li>○ Correct spelling of Chelsey's name</li><li>○ Anthony Cervantes motioned to approve the minutes</li><li>○ Mike second</li><li>○ Minutes approved</li></ul>                                                                                                                                                                                                                                                                                             | Minutes were approved |                                                                                                           |                              |
| 2    | Discuss Vision for Success/Strategic Objectives:<br><br>Presenter: Dr. Kristy Lisle | <ul style="list-style-type: none"><li>● Item 7 Vision for Success-Strategic Objectives<ul style="list-style-type: none"><li>○ Kristy Lisle<ul style="list-style-type: none"><li>▪ Nova system (collects information well); Teresa helping us with that system</li><li>▪ Going through template</li><li>▪ Dates<ul style="list-style-type: none"><li>• First read for Council March 22, 2019</li><li>• Second read April 19<sup>th</sup></li><li>• April 8<sup>th</sup> and 15<sup>th</sup> Academic Senate will be reviewing</li></ul></li></ul></li></ul></li></ul> | Information Item      | IR will work on completing the document and will share with the Advisory Council for comment and feedback | IR and Office of Instruction |





| ITEM | TOPIC | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | OUTCOME | NEXT STEPS | *RESP |
|------|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------|-------|
|      |       | <ul style="list-style-type: none"><li>• May 6<sup>th</sup> Board Meeting it will be reviewed by the Board of Trustees</li><li>• This covers 16/17-21/22</li><li>• Elaine is pulling data that we already have so that we may start to project from a percentage perspective</li><li>• Goal 1: Completion<ul style="list-style-type: none"><li>○ AA and ADT Certificates</li><li>○ 25% percent increase total from beginning to end is doable</li><li>○ Increase the degrees by about 250</li><li>○ Certificates will also be increased by 25%</li></ul></li><li>• Goal 2: Transfer<ul style="list-style-type: none"><li>○ 25% increase as well</li></ul></li><li>• Goal 3: Unit Accumulation</li></ul> |         |            |       |





| ITEM | TOPIC | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | OUTCOME | NEXT STEPS | *RESP |
|------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------|-------|
|      |       | <ul style="list-style-type: none"><li>○ Academic Senate will help with this</li><li>○ How many units does a student in average take to complete; our average is 142.5!</li><li>○ Decrease units earned to 142.5 to ?</li><li>• Goal 4: Workforce<ul style="list-style-type: none"><li>○ Students who do not go into a 4 year school but go straight into the workforce</li><li>○ Is it a related field of study?</li><li>○ Increase by 2%</li><li>○ Rachelle in RadTech could add more students if she had more clinical sites</li></ul></li></ul> |         |            |       |





| ITEM | TOPIC                   | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | OUTCOME                | NEXT STEPS                                                                                        | *RESP                 |
|------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------------|-----------------------|
|      |                         | <ul style="list-style-type: none"><li>○ Elementary Education program also falls into this category</li><li>• Goal 5: Equity<ul style="list-style-type: none"><li>○ Retention from Fall to Spring</li><li>○ Looking at Comparison data</li></ul></li><li>○ Questions<ul style="list-style-type: none"><li>▪ Council will need to convene earlier if necessary to meet the Board meeting timeline</li><li>▪ Guided Pathways; getting students to complete their degrees with the minimum amount of units</li><li>▪ The state is trying to make it as easy as possible to reach their goals</li></ul></li></ul> |                        |                                                                                                   |                       |
| 3    | Textbook Cost Reduction | <ul style="list-style-type: none"><li>○ Cost of education</li><li>○ Discussed that the cost of education is very high particularly in this area because of the cost of living.</li><li>○ State looking at ways to reduce the cost of textbooks</li><li>○ Keep the quality of resources available to students high, but keep the costs down</li><li>○ Using lottery funds to buy textbooks is not a viable option</li></ul>                                                                                                                                                                                   | Information/Discussion | The Senate and ASFC will share their recommendations with the Advisory Council later in the year. | Isaac/Senate and ASFC |





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|------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------|-------|
|      |                           | <ul style="list-style-type: none"> <li>○ Faculty looking at different options that are more affordable such as free education materials</li> <li>○ It was agreed that brining the cost of textbooks down is in the best interest of the students and aligns with our equity goals</li> <li>○ What is the average textbook cost?</li> <li>○ Amy Edwards: Has noticed that students who have the hardcopy of the book and bring it to class seem to do better in the class</li> <li>○ Has there been a survey conducted for students to note what their preference is</li> <li>○ Collaboration between the bookstore is not seamless</li> </ul>                                                                                                                                     |                        |                                                                                                                           |       |
| 4    | Governance Summit 3.15.19 | <ul style="list-style-type: none"> <li>○ Check-In Governance Summit</li> <li>○ Meeting Owl will be available for all of the meetings</li> <li>○ The general feedback was that people are happy with the new structure</li> <li>○ More time to dive deep into problems and solutions</li> <li>○ Time to get to know each other</li> <li>○ Realized a lot of the committees are going through the same issues</li> <li>○ We need to work on getting more people involved</li> <li>○ Technology has also made it much easier for people to get involved</li> <li>○ Feedback:               <ul style="list-style-type: none"> <li>▪ People were very optimistic</li> <li>▪ There needs to be action to back up the conversations that are being had regarding</li> </ul> </li> </ul> | Information/Discussion | Simon will convene the facilitation corps to implement changes/ Improvements and will report back to the Advisory Council | Simon |





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|------|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------|------------|-------|
|      |                                                                       | improvements to governance<br>▪ Making sure there are no overlapping meetings because there are people that really want to be at both |             |            |       |
| 5    | Certificate Deactivation                                              | ○ Digital Photography Certificate Deactivation                                                                                        | Information |            |       |
| 6    | Agenda Item Moved to next meeting<br><br>Meeting adjourned at 2:41 PM | • Moved discussion regarding the Education Master Plan to next meeting                                                                |             |            |       |

\*Include the person(s) and or group responsible for next steps.

## MEMBERS PRESENT

### Voting

Tri-Chairs: Anthony Cervantes

Administrator: Betsy Nikolchev

Classified Staff: Mike Mohebbi, Becki Di Gregorio

Faculty: (FT) Preston Ni, Amy Edwards, Kathryn Maurer, Name (PT)

Students: Xinyi (Sissi) Hu, Jashandeep Singh Chahal

### Non-Voting

Ex-Officio: Vanessa Smith, Kristy Lisle

Recorder: Veronica Casas Hernandez

Facilitator: Simon Pennington