

FOOTHILL COLLEGE
Educational Master Plan (EMP) – Phase II
Wednesday, September 02, 2015
MEETING MINUTES - DRAFT

LOCATION: Room 1901 – President’s Conference Room
TIME: 11:00 AM – 12:30 PM

ITEM	TOPICS
1.	Review Proposed EMP Goals + Objectives
2.	Alignment of EMP Goals + College Mission, Vision, Values, Purpose
3.	Preparation for Next Meeting (09.09.15)

ATTACHMENTS:

1. Proposed EMP Goals/Objectives (Revised)

PRESENT:

Roberto Cormia, Carolyn Holcroft, Kurt Hueg, Teresa Ong, Andrew LaManque, Justin Schultz, Kimberlee Messina, Elaine Kuo, Victor Tam, Karen Smith, Dawn Girardelli

1. REVIEW PROPOSED EMP GOALS + OBJECTIVES

Elaine Kuo proposed a revision of the Educational Master Plan (EMP) goals featuring a re-organization into larger-scale goals and more specific/measurable objectives within each goal. The proposal would allow the steering committee to discuss how to measure each objective – these strategic discussions would have a trickle-down effect to the program/department level for action plan development.

Major additions/revisions were as follows:

- (1) ~~Articulate a clear vision and priorities for the College and~~ Promote consistent and clear communication in order to create a more informed, cohesive and engaged community.
- (2) Promote campus efforts to responsibly use and manage resources, including human, physical, technology and financial resources. *(new statement)*
- (3) Expand college sustainability practices and initiatives to support a culture of sustainability that encourages environmental stewardship and financial stability. *(new statement)*
- (4) Promote institutional effectiveness by implementing ongoing continuous quality improvement strategies. *(new statement)*

The group discussed the document and provided a list of suggested revisions (to be reviewed at the next meeting). The feedback was as follows:

- (1) ~~Promote campus efforts to~~ Responsibly use and manage resources ...
- (2) The advocacy objective encompasses all issues pertaining to financial stewardship – a second objective is needed to encompass other forms of non-financial stewardship ... *Expand college practices and initiatives to support a culture of environmental stewardship.*
- (3) Remove the institutional effectiveness objective statement.

- (4) Replace the current wording of the stewardship of resources goal – *Recognize and support a campus culture that values innovation, problem solving, and stewardship of resources.*
- (5) Add a preamble to the goals – *All of these goals are approached in a way that exemplifies Foothill College's commitment to a culture of innovation ...* - innovation should not be isolated within only one objective.
- (6) Make data-driven decision making an objective within the stewardship of resources goal.
- (7) Add a diversity objective (should take into account employee and student diversity) – this would match up with the College Mission and the College Vision.

Summary: A revised version of the EMP goals/objectives will be drafted to reflect the suggestions made during the meeting. These revisions will be presented at the 09.09 meeting.

2. ALIGNMENT OF EMP GOALS

One of the main goals of the EMP steering committee is to discuss the alignment of the proposed EMP goals to the College Mission, Vision, Values, and Purpose (among other Core Mission workgroup objectives, etc.). Regarding alignment with the Educational Master Plan, the following was discussed:

College Mission

Introduce the possibility of revision to PaRC in the fall (goes together with the College Vision).

College Vision

Introduce the possibility of revision to PaRC in the fall (goes together with the College Mission).

College Values

No suggested changes; innovation is implied – it does not need to be specifically stated as a value.

College Purpose

It was expressed that the function of the College Purpose is unclear. Others expressed concern with the word *access* in the statement. It was also suggested that the College Purpose is redundant and unnecessary. Consensus was reached to go to PaRC in the fall with three options: (1) Eliminate the College Purpose (2) Revise the statement to remove *access* (3) Leave everything the way it is. The recommendation from the summer EMP committee is to eliminate the College Purpose.

Institutional Learning Outcomes (ILOs)

Any discussion to change the ILOs would need to wait to be implemented until after the completion of the upcoming cycle. It was noted that the ILOs are not goals – they are [student output] outcomes. They specify how we measure student success.

Institutional Standards & IEPI Goals

As some of these standards/goals have to be reported (in program review), they can serve as possible baseline/aspirational indicators for some of the goals/objectives on the EMP. They do not necessary speak to the rich discussion associated with the EMP goals/objectives, but they can be used a metrics to measure success.

Student Equity Report, SSSP Report, Basic Skills Report

The focus with these reports is determining how to expand successful practices and reach more students. This is a key focus of the EMP – student equity and student success.

Summary: Several suggestions will be brought to PaRC in the fall regarding the College Mission, Vision, and Purpose. Alignment and strategic planning will continue in the next meeting as well as into the fall term.

3. PREPARTION FOR NEXT MEETING (09.09.15)

The following will be discussed/reviewed at the next meeting:

- (A) Take a few objective statements from the EMP and determine possible indicators.
- (B) Discuss how directive the College should be with the goals/objectives [free-choice or prescribed?]
- (C) What would you like to see on Foothill Opening Day EMP Presentation [30 Min]
- (D) Review of Revised EMP Goals/Objectives (using feedback from 09.02 meeting)

Next Meeting: Wednesday, September 09, 2015 (1:30PM-3:0PM, *President's Conference Room*)