

STRATEGIC PLANNING COMMITTEE AGENDA	WEDNESDAY, SEPTEMBER 7, 2016 SSV 151 2:30PM - 4:00PM
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TYPE OF MEETING:	Regular
NOTE TAKER:	Jerene Kelly
PLEASE REVIEW/BRING:	Agenda, Minutes and Supporting Documents

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| <p><u>Committee Members:</u>
 Dr. David Adams (Faculty)
 Dr. Ed Beyer, Co-Chair (AS: President)
 Dr. Liette Bohler (Faculty Union)
 Mr. Mark Bryant (VP, Human Res.)
 Ms. Carolyn Burrell (AS: Library)
 Ms. Noemi Bustamante (ASO: Student)
 Ms. Elizabeth Diachun (Executive Director, Marketing)
 Mr. Michael Dioquino (ITS)
 Ms. Joshuaree Dumas (ASO: Student)
 Ms. Wendy Dumas (Business Services)</p> | Mr. Kyle Faber (Classified: ITS)
Ms. Kim Fite (Classified Union)
Dr. Meeta Goel, Co-Chair (Dean, IERP/Library)
Mr. Doug Jensen (Executive Director, Facilities)
Ms. Suzanne Olson (Classified: Acad. Affairs)
Ms. Jenell Paul (Classified, Student Services)
Mr. Duane Rumsey (Enrollment Mgmt.)
Dr. Bonnie Suderman (VP, Academic Affairs)
Ms. LaDonna Trimble (Dean, Student Services)
Dr. Les Uhazy (Dean, Math & Science)
Dr. Erin Vines (VP, Student Services) |
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ITEMS	PERSON(S) RESPONSIBLE	ACTION ITEMS
STANDING ITEMS:		
I. Approval of Minutes: July 20, 2016	All	
II. Opening comments from the Co-Chairs	Dr. Gat & Dr. Goel	
III. Reports	All Departments	

INFORMATION/DISCUSSION ITEMS		
IV. College-wide Priorities 2016-2019	Mr. Knudson	
V. Draft Agenda: College-wide Planning Retreat	Dr. Goel & Dr. Gat	
VI. Call for New SPC Membership (attachment)	Dr. Gat	
VII. 2016-17 Adopted Budget	Ms. Keelen	

NEXT SPC REGULAR MEETING DATE: October 5, 2016

SPC MEETINGS SSV-151 @ 2:30 - 4:00PM (SEPTEMBER 7, 2016 - JUNE 7, 2017) 2016 - 2017 SPC MEETINGS (1 ST AND 3 RD WEDNESDAY PER MONTH)			
September 7, 2016	December 7, 2016	March 1, 2017	June 7, 2017
October 5, 2016	January 4, 2017	April 12, 2017	
November 2, 2016	February 1, 2017	May 3, 2017	

STRATEGIC PLANNING COMMITTEE MINUTES		WEDNESDAY, JULY 20, 2016 SSV 151 2:30PM – 4:00PM
TYPE OF MEETING: Regular NOTE TAKER: Jerene Kelly PLEASE REVIEW/BRING: Agenda, Minutes and Supporting Documents		
Committee Members: Dr. David Adams (Faculty) Dr. Ed Beyer, Co-Chair (AS: President) Dr. Liette Bohler (Faculty Union) Absent Mr. Mark Bryant (VP, Human Res.) Ms. Carolyn Burrell (AS: Library) Absent Ms. Noemi Bustamante (ASO: Student) Absent Ms. Elizabeth Diachun (Executive Director, Marketing) Mr. Michael Dioquino (ITS) Ms. Joshuaree Dumas (ASO: Student) Absent Ms. Wendy Dumas (Business Services) Absent		Mr. Kyle Faber (Classified: ITS) Absent Ms. Kim Fite (Classified Union) Dr. Meeta Goel, Co-Chair (Dean, IERP/Library) Mr. Doug Jensen (Executive Director, Facilities) Ms. Suzanne Olson (Classified: Acad. Affairs) Ms. Jenell Paul (Classified, Student Services) Mr. Duane Rumsey (Enrollment Mgmt.) Proxy – Jamie Jones Dr. Bonnie Suderman (VP, Academic Affairs) Ms. LaDonna Trimble (Dean, Student Services) Absent Dr. Les Uhazy (Dean, Math & Science) Dr. Erin Vines (VP, Student Services) Absent
ITEMS	PERSON(S) RESPONSIBLE	ACTION ITEMS
STANDING ITEMS:		
I. Approval of Minutes: June 1, 2016 (Attached)	All	The minutes were approved as corrected: Dr. Beyer requested to update discussion item IV: to change Dr. Beyer’s remark from “mentioned that there is a deficit coefficient....” to “asked if there is a deficit coefficient....”
II. Opening comments from the Co-Chairs	Dr. Goel & Dr. Ed Beyer	Dr. Beyer reminded the committed that he will be stepping down as the Senate President at the end of the summer. This is his last SPC meeting as the Co-Chair.
III. Reports	All Departments	No reports
INFORMATION/DISCUSSION ITEMS		
IV. New EMP Goals	Mr. Knudson	Mr. Knudson presented the findings from the Executive Council planning retreat with the Board of Trustees. The board heard presentations on the college performance based on last year’s goals and initiatives and proposed a three year plan. The Executive Council held a planning retreat to match the new goals with the Educational Master Plan. At the end of July the Administrative Council will review the board’s initiatives and choose three goals from the proposal to set as the priority for the up-coming year. The proposed goals are as follows: <ol style="list-style-type: none"> 1. Increase efficient and effective use of all resources. The resources were prioritized into the categories of: technology, facilities, human resources, business services 2. Commitment to strengthening Institutional Effectiveness measures and practices implies continuous improvement. 3. AVID process, CTE work – Advance more student to college-level coursework. 4. Focus on utilizing proven instructional strategies that will foster transferrable intellectual skills. No significant change has been made, the goals were slightly reordered. They will now be sent to Fred Trapp to be incorporated into the Educational Master Plan.

V. 2016-17 Tentative Budget	Ms. Keelen	Diana Keelen reported on the tentative budget. Antelope Valley College got the benefit of being in the market where AVC saw a little bit more of a higher percentage growth and a state wide amount which was 3%, but unfortunately our actual enrollment remained flat from the previous year. She included the tentative agreement, which was negotiated in our budget...the 2% on and off and the increase to health and welfare. Just to clarify, 2% on is on schedule that continues each year and 2% off is essentially a one-time stipend that you get. Seven full time faculty, seven classified positions, and one CMS position were hired. We were able to fund \$501,000 in ongoing resource allocation request, this was not staffing related. AVC also funded all one time request that were critical in nature, which was about \$876,000.00. Additional staff was hired to support the increase in equity to VSP to make sure that we can support the state requirements.
VI. New EMP Goals	Dr. Goel	<p>Dr. Goel reported on the new EMP Goals. The 2016 draft of the AVC Strategic Plan 2016-2019 was distributed.</p> <p>Since the completion of the draft, the Board Planning Retreat and the Executive Council Retreat have been held. The Administrative Council Retreat will be held following the July 20th SPC and the leadership will work on the draft. The retreats provide input on the broad goals of the draft. In order to incorporate the input of these retreats, we will need to tweak the language of the draft as needed.</p> <ul style="list-style-type: none"> • Since four or five dean positions need to be filled, there are TBDs on the last goal of the draft strategic plan. • Extra rows on the excel spreadsheet of the plan are to add input from the retreats, including the college wide planning retreat under the sub goals. • Dr. Goel emphasized that this is just a draft of the three-year strategic plan to accompany the new EMP goals. These revised EMP goals will go back to Executive Council and then be presented at the July 20th SPC meeting. <p>Dr. Beyer ended the meeting by advising that the next meeting will be held on July 20, 2016. At the next meeting, the committee will begin planning the retreat and discuss the 2016-2017 meeting schedule and meeting once-a-month like the Budget Committee has been doing.</p>

NEXT SPC REGULAR MEETING DATE: TBD

SPC MEETINGS SSV-151 @ 2:30 – 4:00PM
(AUGUST 2015 – JULY 2016)
2015 – 2016 SPC MEETINGS (1ST AND 3RD WEDNESDAY PER MONTH)

August 5, 2015	November 4, 2015 Cancelled	February 3, 2016	May 4, 2016
August 26, 2015 Cancelled	November 18, 2015	February 17, 2016	May 18, 2016 (no quorum)
September 2, 2015	December 3, 2015	March 2, 2016	June 1, 2016
September 16, 2015 Cancelled	December 16, 2015 Cancelled	March 16, 2016	June 15, 2016
		March 23, 2016, (SPC-BC Joint Meeting)	
		March 30, 2016, (Special Team Meeting)	
October 7, 2015 Cancelled	January 6, 2016 Cancelled	April 6, 2016 (no meeting - spring break)	July 6, 2016
October 21, 2015 Cancelled	January 20, 2016	April 20, 2016 (Special Team Meeting)	July 20, 2016

AVC AT A GLANCE

VISION

To provide quality education that transforms lives

MISSION

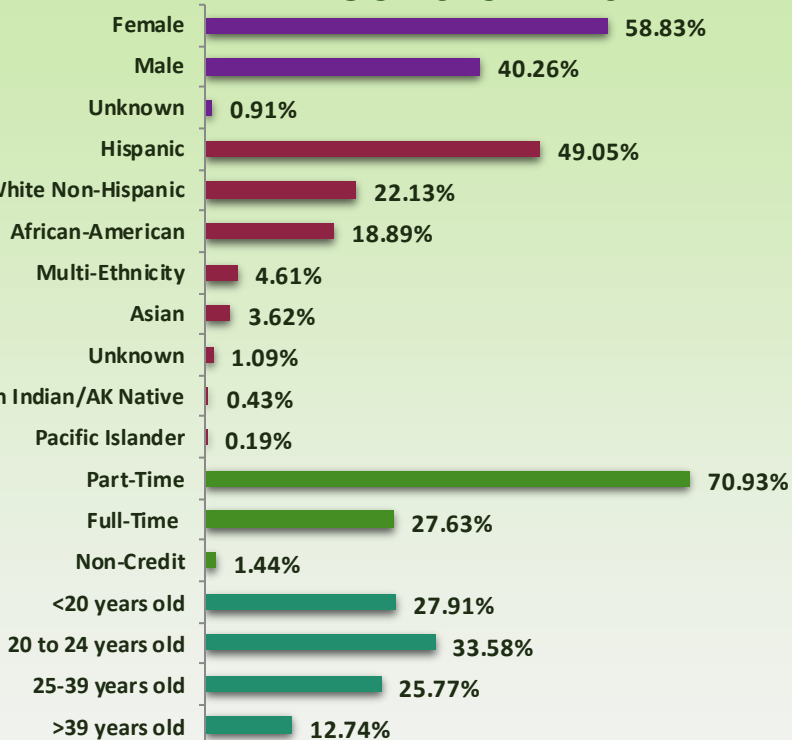
Antelope Valley College, a public institution of higher education, provides a quality, comprehensive education to a diverse population of learners. We are committed to student success offering value and opportunity, in service to our community.

Community



AVC's results from the 2016 Community College Survey of Student Engagement (CCSSE) provide evidence of increased student engagement across all five CCSSE benchmarks when compared with 2008 and 2014 administrations. Based on the 2016 CTE survey, respondents posted an overall 35% increase in their hourly wage after completing their studies at AVC and the vast majority were satisfied with the education and training they received.

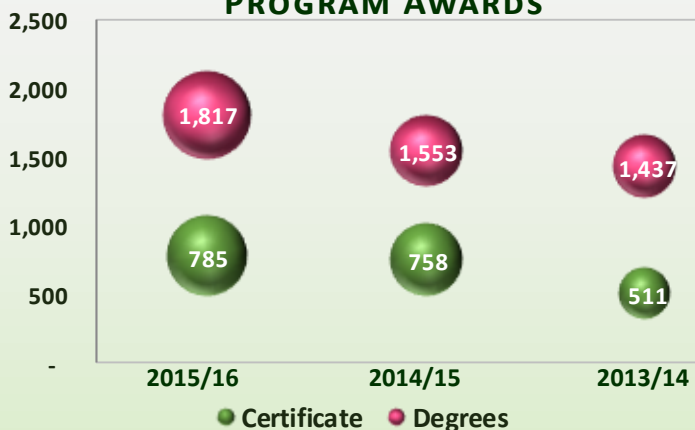
OUR STUDENTS



Antelope Valley College 2015-2016 Demographics

In 2015/16 AVC had a total annual unduplicated headcount of 18,852 students enrolled in our credit and non-credit courses.

PROGRAM AWARDS



AVC'S TOP TEN MAJORS, FALL 2015

- ① Registered Nursing
- ② LAS: Social/Behavioral Science
- ③ Administration of Justice
- ④ Biological Sciences
- ⑤ Business Administration
- ⑥ Child & Family Education
- ⑦ LAS: Arts and Humanities
- ⑧ Engineering
- ⑨ Business-General
- ⑩ LAS: Math and Sciences

INTERCOLLEGIATE SPORTS TEAMS

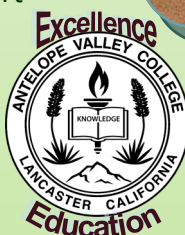
AVC's intercollegiate teams include men's basketball, baseball, golf, football, track and cross-country, as well as women's basketball, softball, volleyball (court and sand), cross-country, track and tennis.



Integrity

Palmdale Center

1529 E. Palmdale Blvd., Palmdale, CA 93550
661.722.6331 www.avc.edu/palmdale



Lancaster Campus

3041 West Ave. K, Lancaster, CA 93536
661.722.6300 www.avc.edu

COLLEGE-WIDE PRIORITIES 2016-2019

Over-Arching Priorities:

1. Marketing & Outreach
2. Community Participation
3. Educational Master Plan Goal #1

2016-2017

- Educational Master Plan Goal #3: Focus on utilizing proven instructional strategies that will foster transferrable intellectual skills.
 - AVC2CSU, K-12 Alignment, Bachelor's Degree Opening
- Educational Master Plan Goal #2: Increase efficient and effective use of all resources.
 - Palmdale Opening, Facilities building plan implementation, Facilities Financial planning; Enrollment management (scheduling and FTES development)
- Educational Master Plan Goal #4: Advance more students to college-level coursework.
 - ScoreCard Achievement Gaps, Assessment, First Year Experience

2017-2018

- Educational Master Plan Goal #2: Increase efficient and effective use of all resources.
 - Technology, Facilities Build out, Palmdale Staffing, FTES Targets, Sequencing and Scheduling
- Educational Master Plan Goal #3: Focus on utilizing proven instructional strategies that will foster transferrable intellectual skills.
 - AVC2CSU, K-12 Alignment, OEI, Honors, Transfer Rates
- Educational Master Plan Goal #5: Align instructional programs to the skills identified by the labor market.
 - Industry-based education and training, CTE program expansion, AEBG

2018-2019

- Educational Master Plan Goal #2: Increase efficient and effective use of all resources.
 - Budgeting planning and forecasting, Facilities Plan build out
- Educational Master Plan Goal #4: Advance more students to college-level coursework.
 - First Year Experience, ScoreCard Achievement Gaps, Assessment
- Educational Master Plan Goal #3: Focus on utilizing proven instructional strategies that will foster transferrable intellectual skills.
 - AVC2CSU, first class of Bachelor's Degree graduates expand program, K-12 alignment and AEBG expansion



ANTELOPE VALLEY COLLEGE

College-Wide Planning Retreat

Hellenic Center, September 30th, 2016

Draft Agenda

7:30-8:00 am Breakfast

8:00-8:30 am Opening Comments/Overview of Strategic Planning Process: President Ed Knudson

8:30-9:00 am Review of Planning-Related Materials:

Dr. Meeta Goel & Dr. Irit Gat

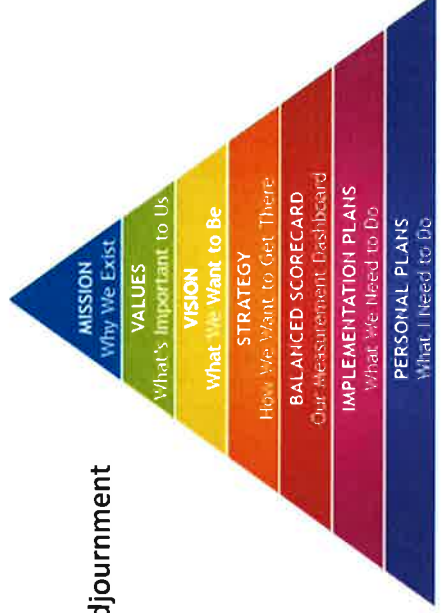
- AVC at a Glance & Accompanying Activity
- AVC 2016 Fact Book
- AVC's New Educational Master Plan
- College-Wide Priorities 2016-2019
- Draft of Three-Year Strategic Plan Based on College-Wide Priorities

9:00-11:15 am

Development of Three-Year Strategic Plan
Goals and Tactics for Implementation: Small Group Work with SPC Members Facilitating

11:15-Noon

Wrap-Up & Adjournment





ANTELOPE VALLEY COLLEGE
COLLEGE COORDINATING COUNCIL
COMMITTEE INFORMATION SHEET

STRATEGIC PLANNING COMMITTEE • 2016 - 2018

	Appointed by	Member	Proxy	Term	Expiration*
Co- Chair	Academic Senate President	Dr. Irit Gat		Standing Appointment	
Co- Chair	Dean of Institutional Effectiveness, Research & Planning <i>or</i> Designee	Dr. Meeta Goel		Standing Appointment	
Ex-Officio	Superintendent/President	Mr. Edward Knudson		Ex-Officio	
Member	Vice President Academic Affairs	Dr. Bonnie Suderman		Ex-Officio	
Member	Vice President Student Services	Dr. Erin Vines		Ex-Officio	
Member	Vice President Human Resources	Mr. Mark Bryant		Ex-Officio	
Member	Executive Director or Designee (ITS)	Mr. Michael Dioquino	Mr. Richard Shaw	3 year	2016
Member	Executive Director or Designee (BUS)	Ms. Wendy Dumas	Ms. Diana Keelen	3 year	2017
Member	Executive Director or Designee (FAC)	Mr. Doug Jensen	Mr. Jared Simmons	3 year	2018
Member	Co-Chair, Enrollment Mgmt	Mr. Duane Rumsey	Ms. Jamie Jones	3 year	2016
Member	Faculty Union	Dr. Liette Bohler		3 year	2017
Member	Classified Union	Ms. Kim Fite	Ms. Pamela Ford	3 year	2018
Member	AS: Transfer Faculty			3 year	2016
Member	AS: Student Services Faculty			3 year	2017
Member	AS: Library	Ms. Carolyn Burrell	Dr. Scott Lee	3 year	2018
Member	AS: Vocational Faculty			3 year	2016
Member	Faculty: Business	Dr. David Adams		1 year	2016
Member	Classified—ITS	Mr. Kyle Faber		2 year	2016
Member	Classified – Student Services	Ms. Jenell Paul	Ms. Diana Wright	2 year	2017
Member	Classified – Facilities			2 year	2018
Member	Classified—Academic Affairs	Ms. Suzanne Olson	Ms. Wendy Cios	2 year	2016
Member	Classified – ?			2 year	2017
Member	CMS			3 year	2018
Member	Dean—Academic Affairs	Dr. Les Uhazy	Mr. Newton Chelette	3 year	2016
Member	Dean – Student Services	Ms. LaDonna Trimble	Mr. Gary Roggenstein	3 year	2017
Member	Student—ASO	Ms. Noemi Bustamante		1 year	2016
Member	Student—ASO	Ms. Joshuaree Dumas		1 year	2016

*Term expirations occur at the end of June in the year indicated.

TYPE OF COMMITTEE/AUTHORITY:

Participatory Governance

PURPOSE:

The Strategic Planning Committee (SPC) is a participatory governance committee, which provides oversight and monitoring of the various planning documents within the institution in order to accomplish the mission and goals of the district. SPC utilizes the Educational Master Plan, which is the district's strategic plan, to review the mission, vision, values and practices of the institution and to monitor and modify the Strategic Goals and the Institutional Learning Outcomes.

In order to function most efficiently and to support and execute the Educational Master Plan, members of the SPC will be assigned to one or more of the following subgroups/subcommittees.

- Facilities
- Human Resources
- Communications
- Technology Resources

Membership in the subgroup/subcommittee can be expanded by issuing a campus-wide call to all constituent groups through established channels in order to enhance its membership. Each subgroup/subcommittee has the responsibility to determine its own membership.

COMMITTEE RECOMMENDATIONS SUBMITTED:

Recommendations are submitted to the Superintendent/President. Representatives inform their respective constituency.

PRODUCT:

- Oversight and monitoring of the district's planning documents
- Modifications to the Strategic Goals based on Institutional Learning Outcomes

COMPOSITION:

As listed on page 1.

TERMS:

Permanent by position and one, two and three-year terms according to constituency group.

QUORUM:

50% plus one.

MEETINGS:

Meetings are held the first and third Wednesdays of the month throughout the year, 2:30 to 4:00 pm, in SSV 151.

MINUTES/RECORDS:

Minutes are posted to the public AVC website and retained by the recorder:
<http://www.avc.edu/administration/organizations/spc/>

OPERATIONS:

N/A