

Educational Vision Plan
Student Affairs Workgroup Committee Meeting #12 -
Minutes
4/3/24

SA WORKGROUP MEMBERS: Christina Llerena, Christopher Johnson, Chantille Marquez, Moises Cardenas, Linda Beers, Camila Acosta, Angelica Contreras, Paloma Arnold

- Resource Members: Rebecca Saffold, Keller Magenau

Absent: Christopher Johnson, Camila Acosta, Keller Magenau

AGENDA ITEMS

1. Welcome

Today, Paloma would like the committee to continue to do some final edits to our Student Affairs template; review where the Steering Committee is on some proposed changes to the priorities themselves; make sure none of the proposed priorities would change any of the strategies we had outlined.

2. Review and approve previous meeting minutes

[3-13-24 Minutes](#)

There were no changes to the minutes.

3. Ed Vision Plan Workshopping Continuation

a. Student Affairs EVP Template

Alyssa edited the template to move the activities and some of the implications that were noted in the notes section up into the template itself, and then linked everything so that on the first 2-3 pages, you'll see clearly the strategies and activities that had been identified. Any edits Alyssa made were written in purple text. Some edits were made so the activity, for example, started with a verb. She also had some questions that she wanted us to flesh out.

Paloma proposed that the team review each strategy and consider the potential outcomes and indicators. Alyssa explained that these could be process indicators (data or pieces of information that reflect back for you or give you information about whether the process is working or has been implemented), or outcome-based (summative traditional outcomes and indicators, like counts and percentages).

Paloma then demonstrated how this approach could be applied to their first strategy, which focused on modalities that meet student needs. There was a discussion around whether the potential outcomes and indicators should be at the strategy or priority level. Alyssa suggested that they might be more anchored to the priority, and Paloma agreed, proposing to leave the statement more general. The team also considered whether to include an outcome related to staff and faculty needs, but this was left open-ended.

Alyssa summarized that you've got two outcomes: utilization rate and a satisfaction rate.

Improving Student Satisfaction Strategies:

The work group discussed strategies for improving student satisfaction. Alyssa noted that the strategy is really about you optimizing the offerings based on changes that you make to the structures that are in place. The structures that are in place include the modality, time, and location factors. The work group decided to keep strategies separate for now, as Alyssa suggested, to approach structures from multiple angles. The team also deliberated on the timeline for implementing these strategies, prioritizing immediate actions such as a work schedule audit and an audit of technology. Some timelines seemed like they should be ongoing.

The work group agreed to conduct ongoing surveys to gauge student needs and satisfaction. The idea of a before and after survey was also suggested to measure growth.

Student Satisfaction Assessment and Business Practices Impact:

The work group discussed the ongoing assessment of student satisfaction and the potential implications of their business practices on other institutional plans and processes. Alyssa raised a concern about possible insular activities in the plan that may not connect to any other plans or initiatives. Paloma confirmed that such activities could potentially impact strategic enrollment management and student retention. Alyssa would even argue that the outcomes identified here could also be used as part of our Program Review. Putting aside this plan, utilization rates for Student Support Services should be a part of our KPIs for Program Review.

Alyssa also suggested that if we analyze our business practices, that could have

implications for job descriptions and workflows, primarily owned by the HR department.

Student Needs Assessment and Workflow Audit:

There was a discussion about the ongoing assessment of student needs and the audit of work schedules. Christina and Angelica shared their views on the predictability of workflow cycles, especially in light of the department's move towards electronic forms. They decided that the audit of workflow cycles would be conducted in the second and fourth years of the plan. The team also clarified that their work did not significantly impact other areas like technology and strategic enrollment management. Lastly, Paloma suggested deleting some notes that were already captured in their activities.

Groundwork Finishing Touch and Priorities:

Paloma discussed the need for a finishing touch in the groundwork of their project, which involved identifying potential outcomes and indicators for priority. The group agreed that the emphasis should be on meeting the basic needs of all constituencies, with outcomes and indicators similar to priority one. Christina suggested the idea of building community partnerships around basic needs, which was included in some of the activities. The group agreed that this should be reflected in the outcomes rather than as an additional activity.

Increasing Awareness and Understanding of Basic Needs:

The team discussed methods to increase awareness and understanding of basic needs among students and faculty. Angelica suggested a mandatory 2-minute video for each faculty member to promote awareness, but Paloma clarified that academic freedom limits such requirements. Instead, they discussed strategies such as creating slides for teachers to use in class or posting regular announcements on Canvas. Alyssa's addition of community engagement partnerships to their plan was affirmed by Paloma. It was hinted that Angelica could talk to a local legislator about having the video be a requirement.

Organization Timeline and Strategic Planning:

Paloma presented a timeline for the first few years of the organization's operation, emphasizing the importance of establishing external partnerships, strategic enrollment management, and effective communication strategies in the early stages. She

proposed that outreach to other colleges to see what they are doing, could be considered in the second year. The team discussed the ongoing community resource day initiative (e.g. Family Engagement Fair), the creation of a common application, and the continuing need for cross-training (such as what was done with the BIT training).

The group agreed to review and further refine the suggested plan in preparation for the upcoming steering committee meeting.

4. Report on and discussion around outcome of steering committee discussion of EVP priorities
 - a. Proposed changes to EVP priorities

Paloma noted that at the last Steering Committee, they spent a lot of time on this. Also, at the Executive Cabinet, there was discussion that maybe the Ed Vision Plan should focus on student success, and the Strategic Plan, which we finished earlier this year should focus on the entire college and include the aspects about employee success as well. We took that feedback from Dr. Endrijonas and started to make some suggested edits so that the Ed Vision Plan really focuses on the student success and the student journey.

After our last meeting, the RP group tried to synthesize some of the changes and discussion we had. Paloma shared the marked up EVP Potential Priorities document, along with the revised document with the work group, and talked about the revisions that had been made.

Paloma said they are going to continue discussing this at the Steering committee meeting tomorrow morning. She asked for feedback from the work group.

The work group discussed the use of the word "systems," with some suggesting it might be better to use "ensuring" instead.

Paloma noted that we have a tentative meeting scheduled for next Wednesday. Same time, hour. Angelica and Chantille will be setting up for the Family Engagement Fair, but they will try to attend on their phones. Paloma invited everyone to chip away at this. She'll bring back more revisions. If you can listen in to next week's meeting, great, if not, feel free to send your input.

EVP Potential Priorities

- i. ~~Equity in student and employee success and; access- support of academic excellence of employee's professional success~~
- ii. ~~Structures(?) Modalities and programming that meet students' academic and support services needs~~
- iii. ~~Innovative pProgram development and course offerings that reflect academic excellence meet (employment/workforce needs-strategy)~~
- iv. ~~Meeting basic needs of and supporting digital equity for professional training needs of students and professional development for of all constituencies~~
- v. ~~Sustainable and climate-centered practices~~

~~Equity in student success and access, support of academic excellence, and employee's professional success.~~

The RP Group

1. ~~Equity in student success and access.~~
2. ~~Structures and modalities that meet students' academic and support services needs.~~
3. ~~Innovative programs and courses that supportreflect academic excellence and meet student and community needs.~~
4. ~~Systems to ensure students' basic needs are being met.~~
5. ~~Environmentally sustainable practices.~~

b.

Future Meeting Dates:

- a. Wednesday, April 10, 2024 (Tentative)

Resources