

Board Committee Meeting Notes
District Standards & Management
Meeting Date: January 26, 2006

Present: Trustees Withrow (Chairperson), Gulassa and Riley, Spec. Asst. To the Chancellor Jelks, Inspector General Waiters, DAS President Bielanski, recording secretary Weyand

1. Review and Approval of Agenda

The Committee approved the agenda as presented.

2. Review and Approval of the December 1, 2005, Special Meeting Minutes

The Committee approved the minutes of the December 1, 2005 committee meeting as presented.

3. Strategic Planning Project

Jelks spoke from a document entitled Districtwide Collaboration-Strategic Planning and announced that an implementation committee is being launched. It is anticipated that action statements created by the committee will come back to this committee. It is essential that there be excitement within strategic planning and perhaps the implementation committees can accomplish this particular facet of planning.

Withrow spoke about districtwide discussions currently taking place about the need for management training for those managers who are promoted and who do not receive any training relative to leadership, effective communication, setting and accomplishing goals, and project and time management as motivational skills.

Recommendation: MIG personnel will be invited to the next committee meeting to speak about defining and achieving goals as the above must be within strategic planning. Additionally, there is a need for a districtwide workshop on project management. Action: Jelks will work on workshop; Waiters will write up a work plan.

4. Enrollment/Growth:

Lengthy discussion ensued regarding creative ways to increase enrollment and reach growth including partnerships with local businesses/hospitals, etc., and state and federal grants. Action: At the next committee meeting Jelks will bring information with regard to the nursing program outreach special project, project planning and concept. It was recommended that the registration website needs to be re-worked to become more user friendly and reliable.

5. Homeland Security and 4 Yr Teaching Credential Programs: Riley and Jelks will work together to review work being done by the district on both programs.

6. Committee Projects: This committee will nominate the following three special projects to the Board:(1) allied health projects; (2) webpage maintenance, and (3) enrollment process.

7. Performance Standards: Jelks discussed each point outlined on his "Create Performance Standards" document. Withrow indicated that there is a need of formal performance standards in order to inform the district's stakeholders of how the district is doing (in the form of a "report card"). Much of this is already in place, but perhaps not in a structured format within educational standards. Next Steps: Put performance standards into a form that will serve as an initial set of standards. Performance standards are for entities, program, etc., not persons. Performance standards are for the colleges; not the district.

The next meeting of the Standards Committee will be held on March 2, 2006, 5:00 PM.

Submitted by Beth Weyand