

Board Committee Meeting Notes
District Standards & Management
Meeting Date: September 22, 2005

Present: Trustees Withrow (Chairperson), González Yuen and Gulassa, Vice Chancellor Haig Spec. Asst. To the Chancellor Jelks, DAS President Bielanski, Public: reporter Sanjiv Handa, recording secretary Weyand

1. Review and Approval of Agenda

_____ The Committee approved the agenda as presented.

2. Review and Approval of the June 30, 2005 Meeting Minutes

The Committee approved the minutes of the June 30, 2005 committee meeting as presented.

3. Review Proposed Committee Charter

_____ Chair Withrow addressed a proposed charter and stated that the following should be discussed at the committee level; e.g., expansion of the nursing program; state and federal legislation packages and define and identify contract teaching opportunities.

Mission Statement: ¶ 1, sentence 5, add “ Review” to Special Projects
Chair Withrow will re-draft the last sentence of the mission statement

Roles & Responsibilities: _____ B. Suggested language: “In consultation with relevant college and district stakeholders and as part of the district strategic planning process, recommend five special projects to the Board to receive a special review classification and project management status...”
C. Third sentence: change to “develop progressively”
D. Trustee Withrow will re-draft.
E. Remove Alton Jelks and Beth Weyand

The purpose of the committee is to act as the body to which colleges, administrators, et al, come to bring special projects. The “five projects” can be defined as projects that the Board is interested in looking at closely but not necessarily in a prioritized order.

5. Report by the Vice Chancellor-Education on the International Education Program

_____ Vice Chancellor Haig spoke about the three phases of her review of the International Education program: (1) factfinding (admission process, roles of the primary designated student officer and registration); (2) current operations (recruiting, marketing program, persistence and retention and revenues and expenses), and (3) assessment, evaluation and future action. Phase one will be completed within the next two weeks and will include a critique of compliance review and eligibility. Phase two will also include a full cost analysis of doing business and how the program supports college services.

9. Discuss the Status of Program Review

_____ Vice Chancellor Haig noted that program review has been delegated to the campuses and has been revitalized. Program review will be an aid to: WASC; strategic learning outcomes, assessment; strategic planning; the budget allocation process; internal and external review; the role of visiting committees; vocational education and transfer programs.

8. Discuss the Process and Procedures to Establish Performance Standards

In order to develop a process, Trustee Withrow stated that the question of where the district wishes to succeed if it had adequate funding must be answered. Within the process, measurable benchmarks must be established. Mr. Jelks will meet with DAS Pres. Bielanski and Vice Chancellor Haig to bring forward to the October meeting a definition of standards being used at the college and university level

The next meeting of the Standards Committee will be held on October 27, 2005, 5:00 PM.

Submitted by Beth Weyand