

**Cypress College
Planning and Budget Committee
Minutes of October 15, 2020**

Present: Belinda Allan, Damon de la Cruz, Brian Gomber, Craig Goralski, Eileen Haddad, Marc Posner, Bryan Seiling

Resource Advisors: Samreen Manjra, Thu Nguyen, Rick Rams, Katy Realista, Eldon Young

Guests: Kristina Oganessian

Absent:

Recorder: AeYoung Kim

1. **Public comment on agenda items**
2. **Institutional Research and Planning- Eileen Haddad**
Strategic Plan Year 3 Evaluation

Eileen chaired the PBC Meeting to follow-up on the discussing from the Oct. 1st Meeting regarding the Strategic Plan. The updated document was shared to the committee with all changes completed in red.

It was expressed that the champions should speak to the constituency groups more thoroughly than they have in the past and the Senate President should be involved as a champion.

Eileen reminded the committee that this process is from 3 years ago and when the champions were assigned 3 years ago and have had conversations with the Direction chairs as well as Dr. Schilling all recognizing these weaknesses and seemed a large part of the conversation went into developing the plan with not as much conversation. The plan is to revisit and create an evaluation plan that more effectively evaluates our progress and ensures input. Lack of participation was a large part and next time around there will be change on the process.

Historically this was not approved by PBC or PAC and Dr. Schilling would like it to be approved by PAC. The Committee supports this recommendation.

ACCJC Institution Set Standards

Eileen and Kristina gave the committee a brief presentation covering what ACCJC Institutional set standards is, how the definitions have changed over the years, and what the data trends look like in relation to our institutional set standards. Discussion of changes in goal setting and expectations moving forward were also made. In the past the way the standards were met has been through PBC and examined 3-year trends of data for each of the standard areas with five main areas Successful Course Completion, Certificates, Associate Degrees, Transfer Volume and Bachelor Degrees. The way the institution set standards were developed has been using the weighted average and highest point.

Historically, the focus was if the standard was met or not and how the methodology was set. Eileen and Kristina hope to move away from this and feel more robust dialogue and conversations are very

important and hopeful to make this a more important part of the process in turn having a more meaningful discussion and have a better understanding of the data and the students. Recent changes in goal-setting include Floor Goals which is monitoring goals, ensure we are on track and strive not to fall below this number. Stretch goals are the aspirational goals representing improvement and striving to reach this number.

Craig Goralski had two questions in regards to the course completions, the first question referring to the 72.7%. If the Impact of the policies in the spring related to COVID-19 are folded in to that number, and the number could be low due to the pandemic? Eileen explained to the committee that they are treating the E.W. as a withdrawal and equating it with a student withdrawing from a class because they did not successfully complete the course and this is being done to normalize the trend and make the data a bit more comparable to previous years because of what an anomaly Spring 2020 was and what it will be moving forward. With that said, the total would actually be higher if the EW's were excluded. It was expressed that this should be in the narrative. The second question referred to the baccalaureate program success and how the numbers are fluctuating and what steps are being taken to stabilize the program in terms of enrollment and completion and how best to achieve greater stability. Eileen assured the committee that this is a discussion being addressed by Program Review and also being part of the accreditation for baccalaureate degree programs they undergo their own program review.

Eileen had a follow up question to Craig and Damon de la Cruz on how to best engage Senate and faculty in this discussion because it is important for them to be a part of this discussion. Craig and Damon would be happy to add them to any agenda for upcoming meetings in order share information and suggested a power point presentation on how the numbers were set, and aspirations would be helpful.

At the Thursday, November 5th meeting, Eileen would like to add to the agenda:

- Discuss possible methods for setting “floor” and “aspirational” goals for each of the institution set-standards.
- Establish institution-set standards using agreed upon method.