

PERT

Date: 24th June 2012, 14:00

Location: Room 414

Attended; Connie Barron; Cynthia Simon ; ; Arturo Reyes ; Peter Cammish

Future Composition and Role

Discussion around future composition and role of the committee given the dwindling attendance, and lack of definition.

Group agreed it would be important to develop a clear role, scope and authority as well as one or two targets or objectives for the year.

The major function should still remain making sure college constituents are following the colleges planning process. There needs to be a component that not only looks at compliance but also examines quality of submissions. This raised the question of authority. What would be the authority of the group in the event of constituents not following process or submitting poor quality documentation. The group felt that they should have an advisory and educational role in helping people follow process. If that route is exhausted then there needs to be authority withhold resources. This may be achieved through SPC.

Composition would need to be broadly representative including

- Director Research and Planning
- EVP
- Local 39, CSEA and Faculty Assoc reps
- Faculty Senate president
- Curriculum Committee chair
- VP Finance
- 2 reps form the schools
- Rep from SS Council
- Academic Dean
- Student Government rep

Assessing ILOs

The group looked at the 4 ILOs in effect for the district. There was agreement that the easiest to assess would be 4 with a plan developed for assessing the others.

4. Personal Responsibility & Professional Development

- A. Self-Management & Self-Awareness - The student is able to:
 - o Accurately assess his/her own knowledge, skills, and abilities
 - o Motivate self and set realistic short and long-term goals
 - o Accept that assessment is important to success
 - o Respond appropriately to challenging situations
- B. Social & Physical Wellness - Students make an appropriate effort to:
 - o Manage personal health and well being
 - o Demonstrate appropriate social skills in group settings
- C. Workplace Skills - Students understand how to:
 - o Be dependable, reliable, and accountable
 - o Meet deadlines and complete tasks

This ILO could most likely be assessed through a questionnaire given to students close to graduation (at a certain level of credits). In addition we could simultaneously survey faculty on their perceptions of student abilities in this ILO.

Peter to draft online survey for review

Consolidating Planning Processes

Briefly looked at plan and timetable for consolidating planning processes.

Peter will present full idea and timetable at next available meeting