

# Minutes of Senior Management Meeting - 01/20/16

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**Date and time:** 01/20/16 08:30 am to: 01/20/16 11:00 am

**Present:** wendym@sjvc.edu, Russ Lebo, Michael Perry, Joseph Holt, Carole Brown, Michael Abril, Kevin Robinson, Rachelle Serrano, alyssa perry

**Absent:** Angela Heinz, Nick Gomez, Judy Petty, Liz Briseno, sherry.webb@sjvc.edu, Crystal VanderTuig

**CC:** Rachelle Serrano, Judy Petty, Liz Briseno, sherry.webb@sjvc.edu, alyssa.perry@sjvc.edu, Tracey Hernandez, Crystal VanderTuig

**Location:** Mission Oaks

**Link:** <http://app.meetingking.com/meetings/152811>

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## Topics

### 1. Strategic Theme: Student Success

**Note** Weekly strategic review.

#### 1-1. Objective: Achieve Student Academic Success

**Note** Detailed review of measure(s) and related strategic initiatives.

Carole gave an update on our emphasis on licensure. Ash presented to SM a detailed review of degree and certificate measures regarding strategic initiatives prior to graduation. SM had dialogue on measures and strategic initiatives relative to RMA v. NCCT certification. SM discussed strategic initiatives for faculty and students licensure prepping. SM reviewed the graduation rates and discussed how to increase these rates.

#### 1-2. Objective: Achieve Graduate Professional Success

**Note** Kevin gave an update on our current and past CDR rates. SM reviewed and discussed the CDR report and how to lower our compliance number. Kevin advised he is working with Scott Hager to make a comprehensive plan to make changes and implement IGRAD on campuses.

Russ inquires if this objective should be strategic or operational. SM agrees it should be strategic.

**Note** Kevin will present on the attached CDR report.

 [CDR 2013 \(ended 9.30.15\) and 2014.pdf](#)

**Note** Joseph presented and reviewed with SM data on placements for each campus, current (within the last 6 months) and past.


Anthony presented and reviewed Placement Performance for 2015 and challenging campuses: Hanford, Madera, Delano, and Lancaster. SM discussed how to reach the students of these challenging campuses. Carole to take the lead on this project and will research the problems each challenging campus is having and come up with a resolution.

 [SM Placement.pptx](#)

 [SM Placement Report 4Q15.pdf](#)

### 1-3. Looking Ahead

**Note** Confirm strategic themes scheduled for the next several meetings.


 [82967-SMM\\_Strategic\\_Theme\\_Calendar\\_thru\\_03\\_2016-345f753fa2715e909e999c9e7a18883d6c47a4de.xlsx](#)

**Note** Break from 1035-1040a

**Note** This agenda item was tabled for next SMM.

### 2. WASC Library Recommendation: Institutional library budgeting process

**Note** Crystal gave presentation on WASC Library recommendation. SM discussed the three components of the recommendation.

 [83310-WASC\\_Library\\_Recommendation\\_Plan\\_12-15-2015-c8d59ca18ca3bc7fb42737261ddae153e1c3d9ad.doc](#)

**Decision** SM made decision to develop a one-time budget for the phase one of acquisitions.

### 3. ACCJC Response to Vet Assist

**Note** Review email response from ACCJC re: Vet Assist letter of notification, discuss next steps.

 [ACCJC\\_Email\\_re\\_Vet\\_Assist.docx](#)

### 4. Info Tech - presenter Carole Brown

**Note** Carole will review with SM curriculum revisions made to reduce course load and increase success rate.

**Note** Discussion is tabled for the next SMM.

### 5. Ontario Program Review

**Note** Review comparative table of Ontario modular programs. Consider options for teach-out to facilitate introduction of Electrician program.

 [Modular\\_Program\\_Analysis\\_-\\_ONT\\_JAN\\_2016.xlsx](#)

**Note** Discussion is tabled for the next SMM.

### 6. 2015 Year in Review

**Note** Review assignments and timeline on Teamwork site.

**Note** Discussion is tabled for the next SMM.

### 7. Visalia RT update

**Note** Carole updated SM on her campus visit and meeting. SM re-opened the discussion regarding RT PD disciplinary actions. SM discussed and agreed on disciplinary action for the RT PD.

## 8. Ad Hoc

**Note** Mike P. advises about Joplin, Inc.

**Note** Mike P. advises there is room in the plane for 02.11.16 for Temecula.

**Note** Wendy advises she will not be at the SMM scheduled for 01.27.16.

**Note** Mike A. advises he may not be present at the SMM on 01.27.16 due to jury duty.