

Minutes of Senior Management Meeting - 01/10/18

Date and time: 01/10/18 08:30 am to: 01/10/18 10:30 am

Present: Russ Lebo, Joseph Holt, Carole Brown, Michael Abril, wendym@sjvc.edu, Kevin Robinson, Nick Gomez, Crystal VanderTuig

Absent: Michael Perry, mikep@sjvc.edu, Judy Petty, Liz Briseno, Rachelle Serrano, Tracey Hernandez, alyssa perry

Location: Oak Room

Access meeting at: <http://app.meetingking.com/meetings/232798>

Topics

1. Strategic Review

Following measures aligned to the strategic objective to Increase SJVC Presence were reviewed:

1. Census (see attached analysis): 2014-2017 census analysis was reviewed by program, campus, and credential. College has seen modest growth during this time period; year-over-year growth rate of 1.8%. Outliers contributing to growth were noted and discussed. Discussed need to review growth of existing programs (versus new revenue sources). Team will review report and recommend improvements in order for it to be used by other stakeholders.
2. Revenue from New Starts (see scorecard link): Reviewed total volume of revenue from new sources for 2017 (we're down from last year).

 [Census_Analysis_2014-2017.xlsx](#)

2. Revised Institutional Learning Outcomes (ILOs) (S. Avila)

Sumer informed the team that the draft presented reflects both WSCUC requirements and the feedback gleaned from the Executive Council. She further informed them that she has identified both direct and indirect assessments for the ILOs. Joseph recommended that "verbal" be added as a qualifier to the Oral Communication outcome. All agreed to approved draft as presented.

 [ILOs_and_Cocurricular_LOs_Draft_3_th.docx](#)

3. Year in Review

Team reviewed progress in editing final report and campus presentations. Carole suggested delivering a survey for presentation and ILO exercise.

4. Ad Hoc

Carole: Informed team she was at the Cordova Campus during the move and got to be part of setting up for Surgical Tech; PD interviews have been conducted and offer will be made soon. Ontario RN is on track for 89% NCLEX pass rate and plan is in place to support under-performing students. Program was assigned a new NEC.

Nick: Will be in Corona tomorrow conducting interviews for Director of eOps position.

Mike A.: Gave an update on pending litigation matters. Informed the team of new updates in California law that relate to hiring practices (can't ask candidates to disclose salary information in employment application and interview and sequence in hiring process for conducting background check). Updated team on progress with new student services position.