**Minutes of the Strategic Planning Committee**

**Friday, February 3, 2023**

**9:10 a.m. to 10:30 a.m.**

**Cougar Room**

**Present:** Xiaohong Li, Todd Hampton, Amar Abbott, Sharyn Eveland, and Paul Blake

**Absent:** Rafael Andrade, Tina Mendoza, Vicki Jacobi, Damon Bell, Leslie Minor  
and Student Representative

G**uest:** None

**Review the Minutes from January 6, 2023 -** Minutes were approved with no changes.

**Review (CCCCO) Student Success Metrics (Discussion)**Xiaohong gave a brief overview of the metrics used by the Chancellor’s office to track student success. She explained the method of calculation and how degrees awarded are counted.

**Institution Set Standards (Discussion)**Topics of discussion:

* Refresher: What are ISS?
  + Institution-set standards and stretch goals are student achievement metrics that the ACCJC expects colleges to review and evaluate on an annual basis.
* Definition
  + A standard that the College strives to not fall below and evaluates on an annual basis.
* Why are they required?
  + ISS are used annually in the preparation of the ACCJC Annual Report

ISS Goal Spreadsheet – Used in preparation for the ACCJC Annual Report that is due in March 2023

* Course Completion Rate
  + Raise stretch goal to 72%
  + Keep floor goal at 69%
  + Actual is 68.9%
* Certificates w/16 or more units
  + No changes from last year
  + Stretch goal 35
  + Floor goal 35
  + Actual 33
* Associates Degree
  + Stretch goal – 510
  + Floor goal – 340
  + Actual 556
* Transfer
  + Stretch 245
  + Floor 190
  + Actual 205
* Licensure Pass Rate (Dental Hygiene)
  + Stretch 85
  + Floor 100
  + Actual data not available yet
* Job Placement data not available yet

Xiaohong will send out the proposed ISS to SPC members who weren’t present at today’s meeting for their input prior to sending to the Governance Council and the Academic Senate.

**Strategic Action Plan Update**

* Lagging Indicator change – the Chancellor’s Datamart was updated. Certificates awarded went up to 33. Met the goal – Green
* Leading Indicators
  + Student Satisfaction – the CCSSE (Community College Survey of Student Satisfaction) is only offered every 3 years. The data needed to update the SAP will need to come from internal surveys; library, CTE, Access committee. An additional question can be added to internal surveys focusing on student satisfaction.
  + Equity – Equity data has not been completed yet.
* Indicator Progress Reports
  + Not all progress reports have been submitted. Once progress reports are completed they will be posted in a shared drive for SPC members to review.

**Annual Program Review Update**

* The annual program review reports were due on January 31st.
* Comprehensive program review reports are due on February 28th.

**The next SPC meeting is Friday, March 2, 2023, from 2:10 p.m. to 3:30 p.m. in the Cougar Room.**

**Respectfully submitted by Brandy Young**