| STRATEGIC & PLANNING COMMITTEE AGENDA | Wednesday, November 18, 2015<br>SSV 151<br>2:30pm – 4:00pm |
|---|---|

**Committee Members:**

Dr. David Adams (Faculty)
Dr. Ed Beyer, Co-Chair (AS: President)
Dr. Liette Bohler (Faculty Union)
Mr. Mark Bryant (VP, Human Res.: Ex-Officio)
Ms. Carolyn Burrell (AS: Library)
Ms. Noemi Bustamante (ASO: Student)
Mr. Michael Dioquino (ITS)
Ms. Joshuaree Dumas (ASO: Student)
Ms. Wendy Dumas (Business Services)
Mr. Kyle Faber (Classified: ITS)

Ms. Kim Fite (Classified Union)
Dr. Meeta Goel, Co-Chair (Dean, IERP/Library)
Ms. Brenna Humann (CMS)
Mr. Doug Jensen (Exec. Dir., FAC)
Ms. Suzanne Olson (Classified: Acad. Affairs)
Ms. Jenell Paul (Classified, Student Services)
Mr. Duane Rumsey (Enrollment Mgmt.)
Dr. Bonnie Suderman (VP, Academic Affairs: Ex-Officio)
Ms. LaDonna Trimble (Dean, Student Services)
Dr. Les Uhazy (Dean, Math, Science & Engineering)
Dr. Erin Vines (VP, Student Services: Ex-Officio)

| ITEMS | PERSON(S) RESPONSIBLE | ACTION |
|---|---|---|
| **STANDING ITEMS:** | | |
| I. Approval of Minutes: September 2, 2015 | All | |
| II. Opening comments from the Co-Chairs | Dr. Goel & Dr. Beyer | |
| III. Reports<br>- Facilities Services (Update) | All<br>Mr. Jensen | Doug Jensen - Reporting on the Facilities Master Plan Process |
| **INFORMATION/DISCUSSION ITEMS** | | |
| IV. Input from College Community on Vision Statement from March 2015 SP-BC (handout) | Dr. Goel & Dr. Beyer | |
| V. Review of AVC Values (attachment) | Dr. Goel & Dr. Beyer | |
| VI. Introduction to the Baldrige Framework (handout) | Dr. Goel | |

**NEXT SPC REGULAR MEETING DATE:** December 2, 2015

<table>
<tr>
<td colspan="4"><strong>STRATEGIC &amp; PLANNING COMMITTEE</strong><br><strong>MINUTES (DRAFT)</strong></td>
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**Committee Members:**

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| Dr. David Adams (Faculty) | Ms. Brenna Humann (CMS) |
| Dr. Ed Beyer, Co-Chair (AS: President) | Mr. Doug Jensen (Exec. Dir., FAC) |
| Dr. Liette Bohler (Faculty Union) Absent | Mr. Katherine Mergliano (ITS) |
| Mr. Mark Bryant (VP, Human Res.: Ex-Officio)Absent | Ms. Suzanne Olson (Classified: Acad. Affairs) |
| Ms. Carolyn Burrell (AS: Library) | Ms. Jenell Paul (Classified, Student Services) |
| Ms. Noemi Bustamante (ASO: Student)Absent | Mr. Duane Rumsey (Enrollment Mgmt.) Absent |
| Ms. Joshuaree Dumas (ASO: Student) | Dr. Bonnie Suderman (VP, Academic Affairs: Ex-Officio) Absent |
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| Mr. Kyle Faber (Classified: ITS) Absent | Ms. LaDonna Trimble (Dean, Student Services) Absent |
| Ms. Kim Fite (Classified Union) Absent | Dr. Les Uhazy (Dean, Math, Science & Engineering) |
| Dr. Meeta Goel, Co-Chair (Dean, IERP/Library) | Dr. Erin Vines (VP, Student Services: Ex-Officio) |

| ITEMS | PERSON(S) RESPONSIBLE | ACTION |
|---|---|---|
| **STANDING ITEMS:** | | |
| I. Approval of Minutes: Jun 3, 2015 | All | The minutes were approved as presented. |
| II. Opening comments from the Co-Chairs | Dr. Goel and Dr. Beyer | Dr. Meeta Goel reminded everyone that Stephen Burns is working on the new SPC website, and Jerene will soon start updating the meeting information. |
| III. Reports | All | *Ms. Diana Keelen (Budget Committee)* gave a presentation and overview on the 2015-2016 drafted adopted budget.  She shared with the committee some of the 2014-2015 events, such as; accomplishments, budget requests and, AVC unrestricted draft adopted budget highlights. The presentation also included the following highlights on the 2015-2016 drafted adopted budget: Governor's budget themes, general fund revenue, general fund expenses, FTES targets, tentative budget, adopted budget revenue & expense -investments, unrestricted adopted budget, reserves, 3-year budget trend, restricted programs, and budget requests. Ms. Keelen also shared how the 2015-2016 budget is tied to institutional planning.  Dr. Goel asked if we are going to be notified as to which of our non-staffing requests are funded. Ms. Keelen said that Wendy Dumas is working on it, and there are going to be three forms of communication; in the budget narrative, on the budget committee website, and will inform Admin Council.  Dr. Goel also asked if the budget requests submitted for computers went to ITS, and budget requests for facility went to facilities (Ms. Keelen response was yes), and if there is a procedure to access the requested funding.  Ms. Keelen said that Rick |

| | | Shaw is working with the in-tech committee on developing parameters for the refresh funding. He asked for approx. $400,000 for District like computers, and he already received the computer requests. The requests will be looked at along with the campus as whole, and will be determine what has a priority.

*Mr. Doug Jensen (Facilities)* gave a report on the Facilities Master Plan (FMP) proposal for a consultant. The SPC facilities sub-group reviewed a summary of the initial evaluation of the FMP proposals. Ten valid and complete proposals for the Comprehensive FMP were received. Seven of the ten proposal fees were significantly over the $300,000 budget ($390,892 to $640,990). An initial evaluation was completed of the three proposals that were within the established budget ($210,476 to $293,167). The evaluation include proposals from Gensler, PMSM, and tBP/Architecture. Upon completion of the committee's discussion there was a unanimous consensus to make the recommendation for moving forward one qualified firm which was Gensler. An interview with Gensler was scheduled for August 17th for final evaluation of their proposal. |
|---|---|---|
| **INFORMATION/DISCUSSION ITEMS** | | |
| IV.  Progress on the 2013-2016 EMP & May 12th 2015 Board Retreats 3-year goals | Dr. Meeta Goel | Meeta gave an update of the Board and Admin Council Retreat. She referred to page 8 of the AVC EMP: 2013-2016 Update on Progress as of July 2015. These goals were prioritized higher by the college during 2014-2015. She explained that these goals were prioritized higher by the college during 2014-2015 for planning, program review and resource allocations purposes. She asked everyone to review the highlighted area that reads:<br>*"Recommendations for 2015-16 EMP Priorities are to keep Goals #3 & #4 and add goals #5 & #7 as priorities based on EMP progress to date, the attention needed for the new Palmdale Center, Facilities, and Technology plans, and the Board's priorities. Since good progress is being made and the initiatives under goal #1 have additional support from 3SP and Equity Plan funding currently, although work on this goal as well as all of the rest of the goals of the EMP will continue, goal #1 will not be one of the top goals for prioritization in program reviews and budget allocation during 2015-16."*<br>Dr. Vines added that some way, we should always highlight "Student Success", especially for accreditation purposes. Dr. Goel's response was that for the new plan (EMP & FMP) 2016 and beyond, it will be a top priority. |
| V.  2015-2016 SPC meeting dates | | A decision needs be made if there will be an October 21st meeting due to the President's request to use the Boardroom for a special meeting. Dr. Goel and Dr. Beyer decided that this discussion item will be tabled until our next meeting October 7, 2016 to determine if there will be a short meeting, or to cancel the October 21, 2015 meeting. |
| **NEXT MEETING DATE:**  November 18, 2015 | | |

**ANTELOPE VALLEY COLLEGE**

# About AVC: AVC Philosophy, Vision, Mission, and Values

## Philosophy

Antelope Valley College is a comprehensive community college in the California Community College System dedicated to providing services to a broad range of students with a variety of educational goals. Antelope Valley College is dedicated to providing educational programs and services as expressed in the California Master Plan for Higher Education. The College is committed to equal educational opportunity and reinforces that commitment through a program of active affirmation of diversity.

Antelope Valley College is dedicated to meeting the dynamic needs of a changing community. The College addresses the educational needs of a diverse and evolving population. The College recognizes that it is uniquely capable of responding to the requirements of regional business, industry, and public service, as well as the social and cultural needs of the Antelope Valley.

Antelope Valley College affirms the rights of the individual and respects human dignity. The programs and activities of the College foster the individual's ability to think clearly, critically, and independently to meet the demands of an increasingly complex society. The student is the primary concern of the College. The curriculum, activities, and services of the College help students understand their physical, cultural, ethnic, and social environment. The preservation of academic freedom provides a college environment in which students and faculty can examine ideas freely.

This philosophy is reflected in the curriculum, the student-faculty relation-ships, the services and resources, and the policies of the College.

## Vision

To provide quality education that enriches lives and builds futures.

## Mission

Antelope Valley College, a public institution of higher education, provides a quality,comprehensive education to a diverse population of learners. We are committed to student success offering value and opportunity, in service to our community.

*We offer:*

### Associate Degree Programs

Associate degree programs comprised of general education courses, proficiency requirements, designated courses in a specific major or area of emphasis. Associate degrees provide students with "the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for

self-understanding."

## Career Technical Programs

Certificate and degree programs comprised of "essential career technical instruction" in a variety of business, technical, and occupational courses designed to enhance students' knowledge and skills leading to employment, career advancement, certification, and state or federal licensure. We award both Chancellor's Office approved Certificates of Achievement and locally approved Certificates of Proficiency.

## Transfer/General Education Courses

Transfer/general education courses in communication and critical thinking, the physical and biological sciences, arts and humanities, social and behavioral sciences, and technical education. Completion of these courses allows students to fulfill degree requirements or enroll in upper division courses and programs at accredited four-year institutions through our articulation agreements.

## Basic Skills Courses

Basic skills courses in reading, writing, mathematics, English as a Second Language, and learning and study skills. These courses offer students essential foundation skills that are necessary for success in college-level degree applicable courses.

## Student Support and Instructional Support

A variety of services in academic, career, and personal counseling, in library instruction and course support, in learning assistance. These services support the needs of students in pursuing and achieving their educational goals.

## Workforce Preparation and Economic Development

Workforce programs, job preparation courses (non-degree applicable) and a variety of services that contribute to the educational and economic well being of the community.

## Personal Enrichment and Professional Development

Community service offerings, non-credit, not-for-credit classes and services that develop the knowledge, skills and attitudes necessary for students to be effective members of the community. These classes enhance the community's social, cultural, and economic well being. Non-credit course offerings may lead to a Certificate of Completion and/or Certificate of Competency.

# Values

**Education** - We are dedicated to students, faculty, staff and alumni in their endeavor for lifelong learning.

**Community** - We create and foster relationships between AVC and its constituents: students, faculty, staff, alumni and the community at large.

**Innovation** - We seek innovative solutions and agile responses.

**Excellence** - We commit to the highest quality in all our endeavors.

**Customer Service** - We treat our internal and external constituents - students, faculty, staff, administration and the community at large - the way we would want to be treated, emphasizing respect, prompt service, accountability and open communication.

**Collaboration** - We believe our collective and individual success requires working together toward shared goals.

**Diversity** - We value, build and maintain a diverse workforce of staff and volunteers that reflects the communities we serve.

**Integrity** - We expect honesty, trust, candor and professionalism from one another.

**Productivity** - We are industrious and diligent and believe in setting realistic and ambitious goals and achieving them expeditiously.

**Resource Management** - We make decisions that maximize resources and demonstrate cost effectiveness.

# Practices

Students and learning are primary in decision making.

Mutual respect and courtesy is the basis of our relationships.

Professional standards, collaboration and teamwork are demonstrated.

Innovation, accomplishments and creativity are recognized and rewarded.

Open access to educational programs is provided to meet student needs.

Safe physical environment and a secure infrastructure improves and supports student success and learning.

Stewards of the college place service to the institution and community above self-interest.

We strive to enhance the visibility of the Antelope Valley Community College District.

We recognize that people make up the college and value them as individuals.

*Last updated: May 28, 2015*

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Non-Discrimination Policy
Safety & Security Statistics
Success Scorecard
Accreditation
Contact Us