

San Joaquin Delta College

Policy & Procedures Review Committee

Thursday, September 25, 2008
1:30 to 3 p.m.
Mustang Room
Paula Bennett, Recorder

Attendees: Joe Bisson, Jeff Kay, Valerie Novak, Steve Schermerhorn, Janice Takahashi, Jan Truscott, TJ Walton, Matt Wetstein
Absent: Dana Baker and Joyce Giovanetti
Excused: Joe Gonzales and Dana Baker
Guests: Student

Minutes

College Mission Statement (BP 1201)

The mission of San Joaquin Delta College is to provide excellent post-secondary education that serves the needs of students, the College District and the community through continuing, transfer, career and technical education, and economic development. To achieve this objective, the faculty and staff are committed to providing comprehensive instructional programs, student services and public services that are high quality.

In fulfilling its mission, San Joaquin Delta College acts upon the following principles:

- Commitment to excellence requires effective collaboration, respect for cultural diversity, appreciation of historical perspective, open communication, high academic standards, a vital connection to the arts and cultures of the community, and competitive athletics.
- Student success and equity are founded on a well-coordinated and institutionally-integrated developmental education program.
- Educational resources are available to all students regardless of age, disability, gender, or ethnicity.
- Institutional renewal must include continuous improvement through new and revised curricula; the use of student learning outcomes to enhance student performance; new and effective technologies; and ongoing faculty and staff professional development.
- All aspects of the College encourage good citizenship, responsible leadership, ethical behavior, and the appreciation of lifelong learning.

1. The minutes of May 8 and September 11, 2008 were approved as presented.
2. For lack of volunteers, Jan Truscott agreed to continue as chair until someone else is appointed.
3. The Chair reviewed the Committee's charge, composition and offered a brief review of its operation.
4. The Committee reviewed the newly developed Shared Governance Templates and Strategic Goals and Objectives. Members agreed to contribute to the Strategic Goals and Objectives as follows:

Matt Wetstein – Strategic Goal 6: Innovation, to include the incorporation of the College policies and procedures into one comprehensive collection; Strategic Goal 1: Communication, to include the continued effort to keep constituent groups informed of the Committee's work; Strategic Goal 2: Staff Development, to include the continued work in reviewing policies and procedures, researching ongoing changes in legislature/CCLC, and implementing change and/or adoption of new policies and procedures.

Jan Truscott – Strategic Goal 3: Access, Success & Learning Outcomes, to include review/implementation of policies and procedures that facilitate student success/retention – registration priorities and text book review.

Janice Takahashi will look at Strategic Goal 4: Budget Priorities, to see if there is any budget relation for the Committee.

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It was agreed that a draft of the assigned goals would be presented at the Committee's next meeting.

5. The Committee held discussion on the development of SLOs for the Committee that tie in with Instructional SLOs and the College Mission Statement. It was agreed that Janice Takahashi return to the Committee with a brief outline of SLOs and a rubric.
6. Proposed Board Policy 1042 "Board of Trustees Self Evaluation"
Proposed Board Policy 1043 "Evaluation of Superintendent/President"

The Chair informed the Committee that the Superintendent/President asked that the Committee fast track the proposed new policies in an effort to meet the deadline of the College's response to the Accrediting Commission. The Committee agreed to continue its usual practice and allow the constituent groups the full review period. It was agreed to release the proposed policy for a comment period ending November 3, 2008.

The Committee opened the meeting to concerns from a student (Brandon _____) who addressed the Committee about the ongoing presence of individuals soliciting signatures on campus in support of various petitions stating he found it disturbing. He expressed that often times the solicitors don't honestly present the petition's intent, and he felt the College should take a position to request disclosure. It was suggested that a policy/procedure requiring solicitors to prominently wear identification and present full disclosure when they approach the College's facilities department for clearance be implemented. It was also suggested that the College establish a disclaimer.

The Chair expressed that this issue was not in the appropriate venue; the Vice President of Student Services added that her office is aware and addressing the issue.

There being no further business the meeting was adjourned at 2:15 p.m. The Committee's next meeting is scheduled for Thursday, October 9, 2008, 1:30 to 3 p.m., Mustang Room.