

Standard I Accreditation Self Study Team
Institutional Mission and Effectiveness
10-18-04 revised 10/28/04

Members Present:

Andrew LaManque, Chair, Carleen Bruins, Cindy Castillo,
Vickie Criddle, Rich Hansen, Carolyn Keen, Duane Kubo, Kevin Glapion,
Karl Schaffer, Pat Fifield, Carolyn Wilkins-Green

Hand Outs:

Minutes from 10-04-04 meeting (Andrew LaManque)
Midterm Report Response to planning agenda 10-07-02 (Andrew LaManque)
Standard I-B.5 Descriptive Summary (Cindy Castillo)
Mission Statements from Mission College & EVC College (Karl Schaffer)
Characteristics of Evidence (Andrew LaManque)

Discussion on Midterm Report dated 10-07-04. Andrew handed out an extensive document on the midterm report of 10-07-04. Document identified standard, progress to date and future activities. This document should be useful as a reference as we move forward.

Discussion on the Characteristics of Evidence document. When our final document is reviewed they will be looking for various types of evidence. Good evidence must be relevant, verifiable, representative, and actionable.

Vickie Criddle gave report on Mission Statement. The statement has not changed since 1994. It was revisited last year by various governance groups and student body. President Brian Murphy will want to be involved with suggestions. The mission statement needs to be reviewed. Maybe not changed or changed much but reviewed.

The first part of Master Plan typically looks at the Mission Statement because the Mission Statement should drive Master Plan.

The Master Plan might be seen as a more abstract document.

The Strategic Plan might be seen as how we will get there.

President Brian Murphy indicated that we might need more Community involvement in the planning process.

We need to reflect on how well we have done what we said we were going to do.

We need to continue on with our work with the current mission statement. Foothill has a new Master Plan, but with the change of leadership the De Anza College re-write has been postponed a year.

Carleen Bruins presented documents on current Mission Statement, Student Learning Programs and Student Services and Academic Support programs. Carleen documented numerous student services and academic support programs. Suggested an idea to answer each question with each program. Requested assistance from rest of group on other support programs and services available to students. Discussion on how programs come and go with the changing demographics of students and community we serve. Discussion on how specific grants drives a specific program. Example the Honors Program is not as key as it was in the past.

Some members of the group felt it important to have demographic data.

Andrew will provide.

Question How did programs develop. Christina Espinosa-Pieb has program review files in her office.

Cindy Castillo presented document on Standard I B.5 Attached copy. Good discussion on document.

Since meeting of 10-18-04, Rich Hansen submitted e-mail on common themes of discussion. The three sub-groups:

1. Part A Mission
2. Part B Governance (issues 1-4)
3. Part B Assessment (issues 5-7)

If we all agree that this is the “way to go”, we should plan on coming to next meeting 10-25-04 prepared to join one of the sub-committees.

Next meeting 10-25-04 12:30 to 1:30 Don Bautista Room Campus Center