

ACC Meeting Name: Institutional Planning Council

Draft Minutes

Meeting Date: September 18, 2009

Time: 1:30 pm to 3:30 pm

Location: HBC Room 301

Chair: Soon Merz

Members Present: Richard Armenta, Terry Bazan, Nicole Bell, David Borden, Yolanda Chapa, Stephanie Diina-Dempsey, Devorah Feldman, David Fonken, Virginia Fraire, Jennifer Gray, Rich Griffiths, Gary Hampton, Mary Harris, Mary Hensley, Jesse Jackson, Amanda Karel, Amber Kelley, Eileen Klein, Mary Kohls, Linda Kluck, Brette Lea, John Luckstead, MarieLine McGhee, Mike Midgley, Don Morris, Imad Mouchayleh, Bill Mullane, Jim Nelson, Charles Quinn, Rebecca Robinson-Francis, Gaye Lynn Scott, Linda Smarzik, Richard Smith, Roslyn Wallace, Kathy Walton, Kirk White, Voncille Wright, Judith Wynn

Guest: Dr. Steve Kinslow

Absent: Brad Burnett, Kathleen Christensen, Richard Cutler, Emma Dunston, Rhonda Fenner, Ben Ferrell, Lyman Grant, Judy Green, Stan Gunn, Laura Juarez de Ku, Phyllis Kalz, Claire Lewis, Peggy McClellen, Soon Merz, Nancy Moon, Joann Nunez, Adam Oliphant, Suzanne Ortiz, Gloria Owens, Luanne Preston, George Reyes, Sherry Schmidt, Liz Serrano, Vic Smith, Louella Tate, Julie Todaro, Gerry Tucker, Neil Vickers, Hazel Ward, Laura Webber, Linda Young

Agenda Items 1: Welcome & Introductions, Functions of Committee, Co-chair election

Presenter: Roslyn Wallace

Discussion: Roslyn welcomed everyone to the IPC Meeting on behalf of Soon who was at a conference. Council members introduced themselves to the group for the benefit of the new members. Roslyn gave a brief review of the functions of the committee and directed members to the OIEA website for more information on the committee. As required, the committee needs a faculty co-chair and Mary Kohls, the previous co-chair agreed to serve again this year. Mary was elected by acclamation to serve as co-chair and Roslyn turned the meeting over to Mary.

Agenda Item 2: Agenda Review

Presenter: Mary Kohls

Discussion: The only noted change to the agenda will be to accommodate Dr. Kinslow, the guest speaker. He will be inserted into the agenda upon his arrival, and upon his departure, the agenda will be resumed where left off.

Agenda Item 3: Approval of minutes

Presenter: Mary Kohls

Discussion:

- A. The Feb. 20th minutes were approved with corrections.
 - B. The April 17th minutes were approved with no additions or corrections.
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Agenda Item 4: Student Success Initiative

Presenter: Stephen Kinslow

Discussion: Dr. Kinslow spoke on the importance of ACC's Student Success Initiative (SSI) and stressed it is a top priority for the College. He said that in evaluating the next round of Master Plan initiatives, those things that relate to SSI will be the things most likely to get serious consideration. He mentioned that FY11 Budget Assumptions and Planning Directives would be shared at the next meeting.

Also, Dr. Kinslow said the process for developing Master Plan initiatives was being changed and that early identification of potential costs would be separated out from identification of new initiatives. The goal is to make IPC's job a little easier with shorter but more focused meetings.

Agenda Item 5: ACC Snapshot Targets

Presenter: Mary K. and Roslyn W.

Discussion: Copies of the data tables for the 2008 & 2009 ACC Snapshots were distributed. These data will form the basis for IPC to set targets for the College's performance measures.

Agenda Item 6: Student Learning Outcomes (SLO's) Update

Presenter: Ron Johns

Discussion: Ron presented the matrices that will be used to record the student learning outcomes for all transfer and workforce programs so as to present them in a standardized format. The goal is to have these identified for every degree plan by the end of the Fall semester. He also discussed how the outcomes will tie into other college processes such as the IPR, ULEAD, SACS reporting, etc

Agenda Item 7: Announcements

Presenter: Ron Johns

Discussion: Ron announced that the Achieving Excellence Committee has a Quality Enhancement Plan (QEP) timeline for communication and for soliciting topic ideas.

Agenda Item 8: Individual Updates

Presenter: Roslyn Wallace

Discussion: Roslyn asked members to share with the group what was going on in their areas and below are some of their comments.

Person/Department	Comment
Terry Bazan/Director of Student Assistance	Terry reported that financial aid applications have increased by 50% from August 2008 to August 2009 (same time period) We have received 17,470 applications through August as compared to 11,609 for August 2008. \$23 million dollars was disbursed by the first day of classes. Financial aid is still processing applications that were received in August
Mary Hensley/EVP of College Operations	Dr. Hensley gave updates on 6 items of interest: the Rio Grande parking garage; future annexation efforts of ACC; gmail which can be used to send out announcements; an update on the Round Rock campus; Campus Advisory Committees which are being reconstituted at each campus; and an update on the H1N1 virus encouraging us to visit the ACC webpage for additional information.
Gaye Lynn Scott/Dean of Social & Behavioral Sciences	Gaye Lynn mentioned the Constitution Celebration Debates held in partnership with ACC's Policy Center (Sep. 23 at the LBJ Library Auditorium) and the History Department's upcoming Emeritus Professor Lectures (October 24, Riverside Lecture Hall).
Eileen Klein/Dean of Health Sciences, Eastview	Eileen reminded everyone to get their flu immunizations.
Amber Kelly/Dean of Student Services, Cypress	<u>ACCHIEVE</u> is an intensive holistic case management approach to counseling ACC at-risk students. The pilot is currently being implemented with students who test into two or more developmental courses or into any fundamental developmental level. In Spring 2010, we will expand to include an Early Intervention Notification (EIN) component. EIN is an electronic system similar to ACC's SOS program where faculty refer students at-risk of not

	<p>succeeding to a counselor.</p> <p><u>Job Search Portal</u> is now linked to the ACC Career Services page. It has the capability of searching every job posted on the web (private, public, entry-level, and advanced) throughout the U.S. and Canada. The job search feature is currently being customized so ACC users can easily search any major and view actual job postings associated with the degrees we offer. Users have the ability to search by skills (rather than just job titles); can have and same multiple searches for various job areas they are seeking; can create, save, and send resumes; etc. Employers will be able to post positions specifically with ACC and search our students resumes (with ACC & student user authorization). ACC can also feature certain employers with a “pop to the top” feature. The job search portal also enables ACC to track usage, follow up with users and employers, and even survey users who have become inactive to determine if they obtained a job. Go to the job search portal from the acc career page (www.austincc.edu/career) by clicking “\$ get a job” on the left-hand menu or “Find a Job or Internship” on the acc career page (www.austincc.edu/career) and selecting “NEW ACC Job Portal” (this wording may change).</p>
Virginia Fraire/ Dean of Student Services Riverside	Virginia reported that the ACC Transfer Academy has been expanded to other campuses. The academy includes three advisories: (1) Transfer Essentials, (2) Getting Interactive (a session with university recruiters) and a (3) University Tour. The three advisories are offered in the Fall and Spring semester. Students can register online through the Transfer Services website or in any student services office on campus.
Linda Kluck/Director of Admissions & Records	ACC has had a 30% increase in applicants so they have been very busy. They are trying to help students develop planning

	skills.
Charles Quinn/Dean of Business Studies, Pinnacle	Charles announced that Culinary Arts is now offering a pastry certificate.
Jennifer Gray/APTE President-elect, Northridge	Jennifer reported that the ATPE “You Rock” campaign is getting started.

Meeting adjourned at 3:10pm

Next Meeting Date: November 20, 2009

Time: 1:30-3:30pm

Location: HBC, Room 407