De Anza College IPBT

Notes October 4, 2005

<u>Present</u>: Alves de Lima, Harral, Jenkins, Kline, Kubo, LaManque, Miner, Mowrey, Swensson,

Woodward

Absent: Bradshaw, Campbell, Espinosa-Pieb, Griffin, McCarthy

I. Introductions:

The group introduced themselves to Ben Kline—the new co-chair of the IPBT committee.

II. Informational Packet:

A binder was distributed, and the following documents were identified and described:

- DAC Office of Instruction 2005-2010 Master Plan Calendar 10/04/05;
- DAC Office of Instruction Mission, Goals, and Objectives 2005-2010;
- DAC Opening Day Excellence, Equity and Enrollment 9/23/05: Questions to Guide the Dialogue for Division Meetings;
- DAC Enrollment and Participation Rate, by City, Fall 2004;
- FHDA CCD Facilities Master Plan, 7/21/05;
- Population History and Forecast—including other informational charts; and
- Course Success Rates by Division 2004 05.

II. Mission Goals and Objectives:

Judy referred to these objectives originating from the Office of Instruction that will be utilized in determining the action plans for the division program reviews. They are as follows:

- Increase the enrollment and success of underrepresented students;
- Increase enrollment and success of life long learners; and
- Improve student learning through technology enhanced instruction.

The IPBT group will be working on setting strategies to contribute to each of the objectives—especially as the members are reviewing the division/department program reviews.

A discussion ensued regarding this topic—specifically, addressing obstacles toward implementing the changes—such as, accountability and having the necessary resources to fund the project.

Some of the suggestions to aid in achieving the "objectives" were:

- Training for the faculty—establishing a "flex-day" for this training;
- Improving the campus communication especially with the part-time faculty;
- Determining and bringing to the campus a population that does not normally attend at this time;
- Scheduling classes to best meet the needs of the students and not just for the convenience of the faculty person; and
- Addressing scheduling, accessibility, and support service for the evening classes.

III. Notes:

Next IPBT meeting: October 18—Topic: develop the questions in preparation for the program review process.

Ben Kline's contact number is bkline2@worldnet.att.net