

De Anza College Educational Master Planning Committee Minutes  
Wednesday, November 11, 2009

Attending: Fifield, Jenkins, Kramer, LaManque, Lee, Murphy, Spatafore

- 1) The minutes of the November 5, 2009 meeting were approved as amended.
  - Spatafore commented on her interest in making the Mission Statement include global issues.
- 2) Discuss the Mission Statement (proposal from Alex Kramer) (handout)
  - Murphy commented on the concept of an outcome based Mission Statement that aligns with the SLO work and Accreditation
  - The group discussed the proposed change to include “provides a learning environment”
  - Also discussed were ideas on how to incorporate the Institutional Core Competencies
  - Kramer’s handout put the current mission statement into the format that was suggested by an external author (Radtke) at the previous meeting. The format includes 3 elements Purpose, Business, and Values. Kramer pulled all these elements together from the 1999 Master Plan and included them in one overall mission statement.
  - After this the group discussed the changes proposed the previous week and specifically the need to update the Outcomes to be more in-line with our current ICC’s.
  - Lee shared mission statements from other colleges. (handout)
- 3) Discuss the current Decision-making model.
  - The Academic Senate PowerPoint presentation from last week was discussed in more detail.
  - There was general agreement that one planning process should be set up to serve us in good times and bad. If the timing of things needed to be changed in a given year then we can see this as a variance from the norm. That way we are not re-creating the wheel every year depending upon if we are adding or cutting -- we follow the same process of discussion and gathering information each year.
  - There was also agreement that we need to include / overlay the cycles with the annual budget calendar. This would make those

dates more transparent and give rationale to why activities took place at certain times during the year.

- The current decision-making model will be used this year until a revision has gone through the governance process.
- Murphy suggested enhancing the current model with the proposal from the SLO group. He also commented on working with SLO group to make their proposal the norm and use as an aid for communication, adding the variances that are happening.

Action – Kramer will work on integrating the four outcomes into the mission statement using the ICC as a source.

Action – Brian will work on context statement.

Action – December 1<sup>st</sup> meeting – 12:30 – 2:30 p.m.  
Invite Jim Haynes and Anu Khanna re SLOs