

DCAP MEETING
Thomas G. Lakin Boardroom
Friday, April 1, 2016 – 8:00 am

Present:

Greg Gillespie – Chair, Mary Rees – Co-Chair, Phil Briggs, Linda Kama’ila, Dave Keebler, Alex Kolesnik, Kim Hoffmans, Lori Bennett, April Doud, Michael Shanahan, Pamela Yeagley, Ken Sherwood (Skype), Jim Limbaugh, Clare Geisen, Bernard Luskin, Peder Nielsen, Rick Post

Absent: Luis Sanchez

Guest: Sherice Bellamy, Dave Fuhrmann, Lisa Branton, John Cooney, Lisa Putnam

Recorder: Andrea Rambo

Agenda Item		Action Due & By Whom
Welcome	The meeting commenced at 8:02 am	
Approval of Minutes [February 26, 2016]	The February 26, 2016 Minutes were reviewed and approved with one change. Kim Hoffmans will be listed as a member.	
Student Perceptions Survey Reports	<p>D. Fuhrmann provided an introduction to the survey presentations. The surveys were administered in Spring 2013 online and on paper. P. Yeagley presented the results of the Student Perceptions Survey Open-Ended Responses. The committee recommended including the number of survey participants who did not respond to the specific question in the pie chart. P. Yeagley has concerns about the limitations of the data because of problems with the questions, such as multiple questions in one.</p> <p>Following discussion, the committee determined the survey will be administered every three years. D. Fuhrmann will redact confidential information and submit the survey results to Chancellor’s Cabinet. The Presidents may then distribute the results to the campuses.</p> <p>L. Branton presented the results of the Student Perception Survey Quantitative Review. The committee recommended changing the word “concerned” as a response option in the Climate of the College question, to be more specific and clarify if the word is meant as a positive or negative.</p> <p>Following discussion on survey participation, the committee agreed to continue with paper and online access to the survey.</p>	
Timeline Review	The timeline was reviewed. Semifinal drafts will be given to A. Rambo by April 11, 2016 for the Planning, Accreditation, and Student Success Committee Meeting and by April 21, 2016 for the	

Agenda Item		Action Due & By Whom
	May 10, 2016 Board of Trustees agenda.	
District Strategic Plan Update	This item was not discussed.	
Formal Communications Survey Review	P. Yeagley presented the quantitative results of the open-ended survey. The presentation will be moved to the April 29, 2016 meeting. The report handouts have been presented and can be used for accreditation.	
Board Evaluation Survey Analysis	G. Gillespie mentioned the results of the Spring 2016 survey will be reviewed at Consultation Council on April 29, 2016 and Trustee Dianne McKay will then attend the June 3, 2016 meeting to receive the feedback. Trustee McKay will join DCAP on April 29, 2016 to discuss future survey questions and frequency of the feedback.	
Budget and FTES	This item was not discussed.	
Self-Study: Update/Concerns	The Accreditation Liaison Officers reported on the status of College Self-Evaluations. The three colleges are comfortable moving initial drafts forward to the Planning, Accreditation, and Student Success Committee and the Board of Trustees.	
Summer Session Planning	This item was not discussed.	
Decision Making Handbook, Advisory and Recommendation Pathways	M. Rees presented the revised Advisory and Recommendation Pathways chart for discussion and approval. Following discussion, D. Keebler will change the "District Student Trustee Council" to "Student Trustee" and will make the box more visible. L. Bennett motioned for approval of the Advisory and Recommendation Pathways with the changes mentioned. L. Kama'ila seconded the motion. The motion is carried.	
DCAP Future Agenda Items		
Adjourn	The meeting adjourned at 9:09 am.	
Future Meetings	The next meeting will take place on April 29, 2016 from 8:30-10:00 am. An additional meeting is confirmed for Friday, May 13, 2016 at 8:00 am.	

