The meeting was called to order by Vickie Natale. Members in attendance were: Chris Tetzlaff-Belhasen, Mike Anzaldua, Frances Jordan, VPSS Jose Rivera, David Andrus, Jeff Getchell, Dr. Lee Sloan, Dr. Patricia Walter and Jim Stapleton (for August Alfonso). Members absent were: Dr. Mark Escamilla, IVPI Marjorie Villani, and John Crisp.

Minutes of the February 25, 2009 meeting

Frances Jordan made a motion, seconded by Dr. Lee Sloan, to accept the minutes as presented. Motion passed by vote of the committee.

Discussion of Progress on Writing Sections and Issues Identified

Dr. Sloan indicated that he has asked instructional chairs to work on developing the roles and responsibilities of the program directors and coordinators to support comprehensive standard 3.4.11.

Dr. Sloan, Dean Anzaldua, and VPSS Rivera agreed that they will assign chairs, faculty, and staff to contribute narrative on Physical Facilities sections 2.11.2 and 3.11.3. Mr. Andrus pointed out that we also need to show how our physical facilities support and offer service to our community. As there is no VPAF to coordinate sections 2.11.2 and 3.11.3, Ms. Natale has requested that all contributions be sent to her, and she will work together with John Johnson and John Crisp to compile them.

Dr. Sloan also has chairs looking into program length exemptions for degrees that require more than 66 credit hours. He further stated that the Curriculum and Academic Standards Committee is developing bylaws which will help address comprehensive standard 3.4.1 to demonstrate that the process of approving curriculum rests with the faculty.

Mr. Andrus inquired about obtaining an electronic copy of an institutional IT Plan that was done for VCT in 2006. Mr. Stapleton will check with Mr. Alfonso.

Mr. Anzaldua stated that he asked IVPI Marjorie Villani to review the Academic Master Plan in the Policy Manual to determine if it needs to be brought up to date and, if so, to begin delegating tasks.

Ms. Natale referred the group to the Texas Education Code handout regarding the role and mission of Texas public junior colleges. Texas Code 130.003(e) outlines nine specific purposes for community colleges, none of which mentions research; however, Code 130.0011 labeled Role and Mission for public junior colleges mentions “instruction, research, and public service.” Dr. Sloan stated that the research in which the College is engaged focuses on program development, program improvement, or program strengthening rather than research focused on creating new knowledge, as is done at universities. He pointed out that when the College has submitted evidence of research initiatives to the Coordinating Board for annual reports on grants, the Coordinating Board has rejected its inclusion, stating that research is not a function of community colleges. Further, Del Mar College cannot claim research dollars from the state; therefore, the committee concluded that research is not a part of the College’s primary mission and should not be included in the mission and purpose statement.
In response to a question, Dr. Sloan affirmed that the Curriculum and Academic Standards Committee approved changes to the catalog concerning the degree requirement for 25 percent of coursework to be from the College. These changes will help strengthen the response to comprehensive standard 3.5.2.

Mr. Rivera mentioned that Barbara Kimball was asked by former Acting President Joe Alaniz to conduct a review of the College Policy Manual. Her work has been completed and forwarded to President Escamilla. No one was knowledgeable of the extent or scope of work done.

Calendar of Future Meeting Dates

The next meeting is scheduled for April 22, 2009 at 8:30 a.m. in the President’s Conference Room.

Meeting adjourned at 9:25 a.m.