

DRAFT

Evaluation Task Force

Agenda

March 5, 2008

1:00 p.m.

East – 3-113

(In the style of the College Planning Council, agendas are planned with estimates of the time needed for each item. These estimates are simply that: estimates. They may be reduced or exceeded as the Task Force members wish, to ensure full discussion and flow of the meeting. If the Task Force meets the time estimates below, the meeting will last approximately two hours, enabling us to adjourn at around 3:00 p.m.)

Task Force Members: Nick Bekas, Tom Byrnes, Helen Clarke, Jeff Cornett, Toni DeMaglio, Suzette Dohany, Jeffery Donley, Dan Dutkofski, Kurt Ewen, Fitzroy Farquharson, Becky Gallup, Susan Kelley, Jennifer Lawhon, Paul Licata, Maryke Lee, James McDonald, Sonia Navarro-Milano, Joe Nunes, Julie Phelps, Jovan Trpovski, Silvia Zapico

Tom Byrnes will facilitate the meeting.

1. **Welcome and Introductions** (Estimated time – 5 minutes)
2. **Minutes of November 19, 2007 Meeting** (Estimated time – 5 minutes)
3. **Finalizing the Baseline and Targets for the Goals and Objectives**
(Estimated time – 60 minutes)

Susan Kelley will report on the final set of objectives proposed by the Strategic Goals and Objectives Task Force, which have been amended based on input from the College during January and February.

(Via separate email on the afternoon of March 3, you will receive the draft of the objectives as of February 18, to which have been added the baseline and targets suggested in November 2007 by the Evaluation Task Force, with some edits suggested for consideration of the Task Force based on the edits made to the objectives.)

BREAK – 10 minutes

4. **Evaluation of the Strategic Plan**
(Estimated time – 40 minutes)

Kurt Ewen will report on teamwork that has taken place to develop a data dashboard and an electronic linkage of division, department, and campus plans to the strategic plan.

Jeff Cornett will share TIME DSS (Tracking Institutional Measures of Effectiveness Decision Support System), a datamart that should be a very useful data source for the

measures we will develop and track for the strategic plan. All strategic plan measures can be tracked using this datamart so that they can be shared with others for a variety of purposes.

5. Final Task Force Meeting Dates – (Estimated time: 5 minutes)

It is recommended that the Task Force meet one more time, in April, in order to:

- receive and consider evaluations from the various task forces involved in planning,
- make recommendations about future strategic planning processes based on evaluations of the various components of the work to produce the 2008-13 plan,
- finalize plans to gather baseline data and to update it each year
- approve the evaluation section of the Strategic Plan prior to its submission to the District Board of Trustees in May