

SA Division Meeting

August 14, 2008

2:30pm – 3:30pm

KSC208

Attendees: Richard Morales, Shirley Green, Rick Sheets, Ken Clarke, Michaelle Shadburne, Norma Chandler, Jo Ann Caufield, Ellen Hedlund, Rosemary Hooper, Paula Vaughn, Jim Rubin, Corey Loucy, Greg Silcox, Heather Kruse, Esther Schon, Laurie Cigan

I. New division title change to Student Affairs

- A. Shirley Green, Interim VP
- B. Rick Sheets, Interim Associate Dean
- C. Ellen Hedlund, Interim Director of Student Life
- D. Richard Morales, Interim Director of SLC
- E. Ken Clarke, Interim Director of Financial Aid
- F. Chris Hunt: Service Learning and Honors
- G. Several positions open to be filled this year
- H. Financial Aid has had an open position since December which has been filled two times; both employees left to accept better positions. Looking into upgrading position from PSA7 to PSA9
- I. Need a women's golf coach (fill 1-2 days/week, 2-4 days/week, 4-5 days/week in September)

II. Learning Week

- A. Extend breakfast time for staff to attend throughout morning
- B. Keynote speaker featuring Mark Million → really wants leadership of college to attend; very dynamic, synthesize information
- C. New administrative session
- D. State of diversity session
- E. Mosaic series held at PVCC
- F. Welcome tents
- G. Staffing needs (follow up with ID check when working with students)

III. Announcements and Changes

- A. Why change to SA → Division of Learning change to Academic Affairs

IV. Goals

- A. Division meeting schedule
 - i. 1:00pm - 2:30pm; Every 4th Tuesday starting in September (9/23) KSC208
- B. Goals for division
 - i. Out of class assessment → Maintain – Refine – Modify . . .
 - ii. One Maricopa → SLICE (working w/ GCC); what other initiatives can be shared?
 - iii. Initiatives → let me know what's being planned; take a moment to share everything that we do to contribute to the learning process; share statistics and personal stories with the campus
- C. Saturday, August 23, open (KSC) 8:00am – 12:00pm
- D. Planning, budget, assessment, reporting process → share thoughts
 - i. One report that hits all aspects with a consistent timeline
 - ii. Told to plan while knowing no funds are available and then reporting about work that was not able to be done
 - iii. Updates monthly to Shirley that can be used at end of year for accomplishments
 - iv. Quality and relationship; enhance student success
 - v. Streamline processes
 - vi. Bring Jackie in to talk about college process
 - vii. Operational plans should be tied to student success and learning
 - viii. Invite Laurie Pemberton to talk about operational plan pieces
 - ix. Look at college's five-year plan
 - x. Some degree of central focus to create one reporting structure
 - xi. Timeline for year would be very helpful