

Paradise Valley Community College  
Learning Support Services Meeting Summary  
August 11, 2006

*We have a greater chance of learning as an organization if the following exists:*

*Willingness to Share  
Freedom to Act and Experiment  
Desire to Constantly Improve  
Mutual Support*

Present

Jennifer Strickland  
Amber West Martin  
Carol Myers  
Heather Kruse  
Chrystle Hall  
Maggie Cullop  
Norma Chandler

Greg Silcox  
Jim Rubin  
Loretta Mondragon  
Richard Morales  
Paul Dale  
Sharlene Celeskey

### **Open House**

Amber discussed the August 10th Open House.

- The inflatable clock out was out front at the 34<sup>th</sup> and Union Hills entrance.
- 75 people signed in but there were probably more here.
- The event was successful and the college now has a plan for future open houses.
- Thanks were given to Amber for putting together the logistics of it.

### **Orientation**

An update on Orientation was give by Amber.

- The students will pick up the info and put it in their folders themselves, so they have to look at it.
- There is an interactive session called iQ and it features a prerecorded video where students had answered the same questions. For each question asked, there are several student answers and then the audience is asked to pick the best answer. (There is no right or wrong answer) Then a faculty/staff member comes on and announces what corresponding service we offer.

### **Summer Fun Week**

- Chrystle offered nine different workshops, from July 10<sup>th</sup> - 14<sup>th</sup>, for staff and students.
- There were 47 attendees, half of which were faculty.
- The last day featured a lab in the afternoon with three instructors,; Jennifer Strickland, Chrystle Hall and Rick Sheets, present.
- Chrystle will be sending out a survey for feedback on the workshops.

### **Personnel Updates**

- The committee is still interviewing for Maggie's director job with first interviews done by August 18<sup>th</sup>. The two or three candidates that get a second interview will be interviewed in a forum before a final decision is made.

- Lily began her tenure as site coordination for PVCC North. Her former position will not be filled this year.
- Tina will be returning on Tuesday, August 22nd with Sharlene's last day being Friday, August 18<sup>th</sup>.
- Cathy retires at the end of September and her replacement will not be hired until January.

### **SIS Implementation Update**

- The SIS Implementation is behind approximately 2 to 3 weeks. The work of the college implementation team will continue to move forward.

### **Start Up Activities**

- There will be welcome tents providing information. This year there will be misters to keep everyone cool.
- Everyone that is working with the students must wear a name tag.
- Information for new student orientation is on web under New Students.
- Volunteers, from this division, are still needed to man the information tents. Only, an hour of your time is necessary.

### **Peak Leadership**

- Info sessions are scheduled for PEAK Leadership for September 6<sup>th</sup> and 7<sup>th</sup> and applications will be accepted at that time.
- Heather plans to present academic certificates next spring.

### **Assessment**

- Everyone needs to start working on FY07 assessment planning, as the report is due by September 15<sup>th</sup>.
- Paul passed out a new worksheet for assessment planning. If you haven't turned in your assessment planning report use this new template.
- When doing the report remember, a plan is what you intend to do and a report is what you have done.
- When doing next years' report it is critical that you look at last years report. You need continuity from year to year.
- Suggested changes were made by the group and Sharlene will update the template and send it out to everyone.

### **General Education Outcome**

- Paul has a rubrics and will sent it out, although it is not required, some departments are using it.

### **PVCC Summer Recruitment**

- Paul reported that 17 – 18 projects were completed for recruitment.
- Both Amber and Maggie were involved on this committee.
- Everyone did a great job completing the projects.

### **Student Success Pilot**

- There will be a mandatory testing, orientation, and advising for selected new students in the spring.

### **Update on FY07 Budgets**

- Paul will talk to everyone individually about their budgets.
- Reconciliation of the 07 Budget is still going on and most funds have not been rolled over yet but more information will be available in the next few weeks.
- This year's budget will be tighter because last years enrollment was flat.

### **Learning Support Services Goal for 2006 – 2007**

Paul passed out a two page hand out on major goals for 2006 – 2007 (Implications for FY08)

- The department needs to improve closing the loop on the ending year and stating up front their goals.
- Everyone needs two to three identifiable goals with attached targets.
- It was decided that everyone would put their measurable goals into iGoal and send them to Paul.

### **Update iGoal Implementation**

- iGoal brochures are done.
- The men's' and women's' soccer team have already completed iGoal.
- There will be training for faculty and advising and counseling after school starts.
- Most commonly asked questions are how do we write goals and how do we register.
- A current Paradise Valley ID card is required to register for iGoal, although it does not state it on the website. At this time iGoal is a program for PVCC students only.

### **New Athletics Webpage**

- Doug Nelson and Carol worked with Greg and Helice on creating our new webpage for athletics.
- They thought Doug did a great job on the webpage.
- It will be o the web next week.

### **General Thanks**

Paul thanked everyone for a great summer and for all the hard work everyone has done. He said "this division continues to push forward and the output and productivity is great!"

### **Action Items**

Put a blurb on the iGoal website about having to have a current PV ID – Jennifer and Jim

Explore options for automated surveys to assess student learning - Carol

Create short assessment for students after their Blackboard Orientation class – Chrystle

Load department 07 goals/targets into iGoal and e-mail to Paul

### **Upcoming Events**

Learning Week sessions – August 14 – August 18

Start Up Week – August 21 – August 25

Blackboard Orientation

**Future Meetings**

Sept. 21, 2006

Oct. 19, 2006

Nov. 16, 2006

Dec. 14, 2006

Time: 2:30pm – 4pm

Location: Rm A122

*Create conditions that motivate and inspire students to: engage in the learning process and educationally-purposeful activities, become involved in college and community life, and complete desired educational goals, therefore increasing their quality of life. Through service contribute to students' emotional, recreational, civic, and social development.*