

Central Texas College
Strategic Planning Committee
November 13, 2008

SUBJECT: November 13, 2008 Minutes, Strategic Planning Committee

1. The Chair, Mr. Bill Alexander, called the meeting to order at 3:05 p.m.
2. The following invitees were present:

Ms. Tina Ady, Director, Education Support Services/Coordinator, Marketing and Outreach, Fort Hood
Mr. Bill Alexander, Deputy Chancellor/Chief Academic Officer
Ms. Kerstin Brooks, Director, Student Life
Mr. Richard Carney, Department Chair, Physical Education Department
Ms. Mary Carr, Director, Distance Learning Operations
Mr. Tom Corll, Coordinator, Institutional Research
Ms. Sharon Davis, Director, Distance Education & Education Technology
Mr. Joshua Everett, Faculty, English Communications Department
Ms. Megan Ezzell, Vice President, Student Government
Mr. Curtis Gibson, Department Chair, Aviation Science
Mr. Billy Hazzard, Department Chair, Industrial Technology
Mr. Richard Ibarra, Intramural Sports Director, Physical Education Department
Mr. Jarrell Johnson, President, Student Government
Ms. Holly Jordan, Director, Human Resources
Dr. Dan Karppi, Faculty, Social Sciences
Mr. Bruce Kendall, Director, Information Technology
Ms. Barbara Merlo, Director, Community Relations and Marketing
Mr. Don Mikles, Dean, Central Campus
Ms. Deba Swan, Dean, Library Services
Dr. Dana Watson, Dean, Instructional and Accreditation Support Services
Dr. Johnelle Welsh, Dean, Student Developmental Services
Dr. Kenneth Word, Department Chair, Mathematics
Dr. Chand Wije, Director, Institutional Effectiveness
Mr. Mark Winans, Department Chair, Electronics
Mr. Jim Yeonopolus, Deputy Chancellor, Continental and International Campus Operations
Ms. Jane Zimmerman, Director, Learning Outcomes Assessment

Not present:

Mr. Ken Austin, Dean Continental Campus
Mr. Bill Beebe, Special Assistant to the Chancellor, Contracting Officer
Mr. Jonathan Cella, Department Chair, Protective Services
Mr. Howard Credor, Nursing Program
Mr. Bob Farrell, Deputy Chancellor, Resource Management
Mr. Bob Grazinski, Department Chair, Computer Science
Ms. Dawn Green, Co-chair, URRS Committee; Department Chair, Mental Health Services
Mr. Peter Knightes, Faculty, Science Department
Mr. Bob Liberty, Comptroller
Mr. Jim Nixon, Dean, Fort Hood and Service Area Campus
Ms. Angela Reese, Co-chair, URRS Committee; Coordinator, Recruitment and Retention – Community Relations and Marketing
Mr. Max Rudolph, Department Chair, Radio/Television Broadcasting
Dr. Edward Wagner, Department Chair, Developmental Math/Studies

3. Mr. Alexander shared with the committee that P16 initiatives with Killeen ISD and Copperas Cove ISD are continuing to move forward. Currently Killeen ISD is establishing PAC Centers at district schools to provide information to students and assist in transitioning issues.

4. Mr. Alexander requested committee reports from the lead persons of the student and community survey workgroups.
 - a. Student survey – Ms. Merlo reported that her committee had reviewed the proposed questions on the student survey and the consensus of the members was that all data being requested is current in the archives of this campus. Ms. Merlo noted that the Noel Levitz data collected in 2003 is still valid when addressing issues within the CTC system, and the Faces of the Future data collected in November 2007 supports the findings of the 2003 Noel Levitz survey. The committee further recommended that this same data be shared with the academic instructional staff for input and the Uniform Recruitment and Retention Steering committee. Further discussion expanded toward other surveys used on campus. Student survey committee members addressed the need for an end of course survey. Ms. Ezzell, Vice President for Student Government shared that she would like to see an end of course evaluation re-implemented on Central campus. There are some faculty members that students are not pleased with concerning their classroom instruction. Ms. Ezzell saw the end of course evaluations as a process of bringing this issue before the school administration. Dean Mikles, the Dean for Central Campus, informed Ms. Ezzell that he maintains an open door policy that permits any student to come to him directly with concerns, complaints or grievances. Mr. Winans informed the committee that he and several faculty members would be addressing the issue of end of course surveys with Dean Mikles.
 - b. Community survey – Mr. Yeonopolus reported that his committee reviewed the Noel Levitz data and also found the data to still be valid concerning issues within the CTC system. In reference to the community survey Mr. Yeonopolus recommended that the survey be kept short, no longer than two pages and that no open ended questions be used. The community survey committee recommended that only focused questions be used as a means of encouraging participation from local merchants and businesses. Mr. Alexander thanked the committee members for their participation and recommendations.

6. There being no further business to discuss, the meeting was adjourned at 4:00 p.m. The next meeting is scheduled for Thursday, December 4, 2008, at the Starlight conference room starting at 3:00 p.m.