ATTACHMENTS:

Item 2: Draft Minutes of October 16, 2013 Meeting Item 3a: Student Services Program Review Cover Page

Item 3b: Annual Student Services Program Review Template for 2013-2014

Item 3c: Comprehensive Student Services Program Review Template for 2013-2014

Item 9: Vision Statement

Meeting began at 1:30PM.

Present:

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Workforce Workgroup

Mark Anderson reported on the three Workforce Workgroup's objectives. The first objective was to identify and fund Perkins workforce programs. An important part of this objective is the group's responsibility to verify all advisory boards, which receive Perkins funding. Anderson stated that the group would continue to improve their funding processes in light of Bernata Slater's suggestions. Anderson then reported on to present the second objective, which was to increase awareness and access related to all workforce and CTE programs. The workgroup's practice to achieve this second objective would be to bring in guest speakers. Anderson invited PaRC to attend next week's guest speaker event, which hosts K ay O'Neill, the director of workforce development at Cañada College. He also invited the college to attend any of the Workforce Workgroup meetings that are held on the second Tuesday of each month. The last Workforce Workgroup objective was to increase the functionality of the Workforce webpage. Great progress has been made on the page to allow for students to access information on workforce programs. The group will continue to make improvements.

Peter Murray requested more information on how a new Perkins program is created, and what processes would be required to start a program. Murray then asked if these processes should be part of the group's objectives. John Mummert responded that the group would begin to discuss this process at the group's next meeting. Mummert commented that the group would follow the

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should help the campus to update reporting and accountability in systems, such as Banner. Messina reported that the Board of Trustees had already approved the Marketing Director position, and that a hiring committee would be moving to fill that position as soon as possible. Meredith Heiser asked Messina to describe the Associate Vice President (AVP) position. Messina explained that the AVP would be part of the Office of Instruction and Institutional