

NOTES – RESEARCH, PLANNING AND EVALUATION COMMITTEE (RPEC)

MEETING INFORMATION

COMMITTEE CHARGE:

The Research, Planning and Evaluation Committee operates under the rules of the [Brown Act](#). This committee is charged with the task of making planning meaningful to the college community by ensuring that all college wide plans adhere to and support the mission, values and strategic plan of the college. These plans will be designed to effectively support student learning and success. College wide plans will contain the appropriate components to drive decision-making processes.

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| DATE: | 11/27/19 | LOCATION: | PCR |
| TIME: | 2:30 – 4:30 P.M. | MEETING TYPE: | Governance |
| CO-CHAIRS: | Becky Opsata, Gabe Harven, René Sporer | NOTETAKER: | Kisha Lee |
| COMMITTEE MEMBERS: | Daniel Catterson, Florence Espiritu, Chi Lo, Emily Stone (Zoom), Becky Opsata, René Sporer. | MEETING DATES: | Fall 2019: 9/11; 9/25; 10/09; 10/23; 11/13; 11/27; 12/11 Spring 2020: 2/12; 2/26; 3/11; 3/25; 4/08; 4/22; 5/13 |
| Presenters: | Percy Roper, Brian Vargas and Lynn Huang | | |
| Members Absent: | Mark Akiyama, Clarice Adams, Gabe Harven, Heidi Gentry-Kolen | RELATED DOCUMENTS: | • Posted on RPEC webpage |

Meeting called to order at 2:48p

| | TOPIC | DESIRED OUTCOME | PRESENTER | DISCUSSION |
|----|---------------------------------|------------------|--------------|---|
| 1. | Introductions and Call to Order | | Becky Opsata | Introductions were made. |
| 2. | Agenda Review and Approval | Approval/ Action | ALL | 11/27/19 Agenda Reviewed and Approved with the following changes: <ul style="list-style-type: none"> • Add Lynn Huang to discuss English Handbook Survey <p>Vote: Approve Amended 11/27/19 Agenda Motion: Becky Moved: René Seconded: Florence All in Favor: all</p> |
| 3 | Minutes Review and Approval | Approval/ Action | ALL | 11/13/19 Minutes Reviewed and amended. Vote: Approve Amended 11/13/19 Minutes Motion: Becky |

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| | | | | Moved: René Seconded: Florence All in Favor: all |
| 4. | Public Comment (<i>limited to 3 minutes</i>) | Discussion | ALL | |
| 5. | Announcements | Discussion | ALL | |
| 6. | CCSSE document finalization | Discussion/ Possible Action | | Daniel presented his final document for CCSSE. Committee provided feedback and changes were made during the meeting. |
| 7. | Spring Flex Planning | Discussion/ Possible Action | ALL | No discussion. |
| 8. | Student Veterans Resource Center (SVRC) | Discussion/ Possible Action | Brian Vargas | RPEC committee members provided feedback on a survey that SVRC plans to distribute to the student veteran population in spring 2020. Purpose of the survey is to: <ul style="list-style-type: none"> • identify barriers to success for student veteran population and determine how to confront those barriers. • identify mental health issues and determine best methods to achieve academic success when dealing with those mental health issues. • Help build MOU to bring veteran's mental health services on campus. |
| 9. | Technology Master Planning | Discussion/ Possible Action | Percy | Technology Master Plan was presented. Committee members provided feedback. |
| 10. | Handbook Survey | | Lynn Huang | RPEC committee members provided feedback on a survey that the English department would like to give students regarding the usefulness of English handbooks. Survey will be given to students at DVC's San Ramon campus first. |
| 11. | Adjournment | | ALL | 4:30p |