MINUTES – 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.

DATE:	11/13/19	**LOCATION:**	AB 108
TIME:	2:30 – 4:30 P.M.	**MEETING TYPE:**	Governance
CO-CHAIRS:	Becky Opsata, Gabe Harven, Rene' Sporer	**NOTETAKER:**	Kisha Lee
ATTENDING COMMITTEE MEMBERS:	Clarice Adams, Mark Akiyama, Daniel Catterson (Zoom), Florence Espiritu, Gabe Harven, Heidi Gentry-Kolen, Chi Lo, 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
ABSENT COMMITTEE MEMBERS:	Emily Stone	**RELATED DOCUMENTS:**	• Posted on RPEC webpage

Meeting called to order at 2:36p

	TOPIC	DESIRED OUTCOME	PRESENTER	DISCUSSION
1.	Introductions and Call to Order		Becky Opsata	Introductions were made.
2.	Agenda Review and Approval	Approval/Action	ALL	11/13/19 Agenda Reviewed and Approved Vote: Approve 11/13/19 minutes Motion: Mark Seconded: Florence All in Favor: all Opposed: 0 Abstentions: 0 Absent: Emily Stone
3	Minutes Review and Approval	Approval/Action	ALL	10/23/19 Minutes Reviewed and Amended as follows: • Add names of attendees. • #4 add Rosy Mighetto • #7 Chrisanne explained what types of data is gathered…. Vote: Approve Amended 10/23/19 Minutes Motion: Heidi

				Seconded: Mark
				All in Favor: all
				Abstentions:
				Absent:
4.	Public Comment *(limited to 3 minutes)*	Discussion	ALL	No comments
5.	Announcements	Discussion	ALL	Becky mentioned that Gabe is now one of RPEC's tri-chairs. Becky mentioned that Emily Stone wanted to express her gratitude and thank Mark for putting on a wonderful conference on November 12, 2019. Mark mentioned that Brad Phillips led the conference/workshop and discussed "Leading and Lagging Indicators in Data." It was an excellent presentation. Mark recommended that Brad Phillips lead workshops for other DVC faculty, committees and staff. Brad looks at what leads to the outcome of the data that we receive. RPEC members would like slides from the workshop to be scanned to each member. Rene also attended the workshop and had high praises for Brad, she liked the relevant exercises and considered it a valuable use of time. It was recommended that Brad present at the next Data Coaching Training in January before Flex. Mark and Becky will work on dates, costs, and scheduling Brad Phillips to present at a future DVC event. RPEC, as a committee, recommended Brad Phillips to come in as a presenter for faculty events.
6.	External Research Request	Discussion/ Possible Action	Becky	Vote: Reject Sac State's Research Request Motion: Gabe Seconded: Chi All in Favor: all Abstentions: 0 Absent: Emily Stone
7.	Update on Data Coaching	Discussion/ Possible Action	Heidi	Heidi mentioned that at the mid semester meeting, timesheets were discussed. Data coaches have activity sheets (not timesheets). They discussed how important it is to reference what is being done in timesheets. Coaches are working on updating their sheets. At Ellen's Data and Donuts event, a presentation was given on how to identify equity gaps in student outcomes. Ellen does a series of 3 workshops. Possibly include the workshops on the DVC website. Heidi will reach out to Ellen to add her workshops to the data coaching canvas. Heidi will provide an update at the next RPEC meeting. Computer Science & Computer Network Technology had an advisory meeting. The takeaway from that meeting was that Industry data and O-net data don't necessarily reconcile. There was a disjoint between regional data and local data. Seems like Industry data is outdated and that there is a discrepancy in standards. Daniel mentioned that he teaches a data science class at UC Berkeley and that DVC students may benefit from a class like that. The class could be offered to DVC students for free. An instructor would be needed to teach the class. The goal would be to develop

				resources to help people learn more about computer science.
8.	Accreditation Standard 1B9	Discussion/ Possible Action	Rene'	Rene (co-chair of 1B) 1B9 gave a brief synopsis of what Accreditation standards are. She mentioned that Accreditation institutions, like ACCJC, require that community colleges do self-evaluations every six years. There is a list of six standards that DVC has to meet (numbered 1-6). There are different writing teams at DVC who write responses to the standards. Those teams bring the responses to the planning committee for feedback and comments (i.e. what to take out, add, modify). Rene, as co-chair of 1B, brought the standard to this committee to vet it. A handout was given, titled 1B9. The bold text indicates the standard (what is required of DVC). Un-bolded text is the response to the standard.
9.	CCSSE report finalization	Discussion/ Possible Action	ALL	"CCSSE Summary Document" Handout was given to Committee members to review and offer feedback. Daniel reported that we can track interesting patterns in data. The challenge is that there are a lot of patterns that can be discerned based on variables RPEC said are important. Becky will make edits to survey and reports. She will work with Daniel and they we will have a final draft at the next meeting. Mark wants to make sure we ask Daniel if the analysis is weighted because some of the data is not. Maybe Question #13 can be a stand alone fact. Possibly distribute monthly hot sheets on campus and post in stalls for people to see.
11.	Adjournment		ALL	4:30p