



*West Kern Community College District*

**Minutes of the Strategic Planning Committee  
8 a.m. - 10:00 a.m., Friday, September 04, 2015  
Café Conference Room**

**Members Present:** Eric Bérubé, Darcy Bogle, Greg Hawkins, Vicki Jacobi, Mark Williams

**Members Absent:** Agnes JEGuaras

**Guest:** Sharyn Eveland

**Secretary:** Brandy Young

**1. Outline of Process for ACCJC Annual Report - Eric Bérubé**

- The main focus of discussion was on the CTE data for the 2015 Annual Report.
- Eric distributed a hand out titled, "Process for Annual Report Data."
- Eric has been in contact with the EDD and they will be able to provide information regarding Standard Labor Market Outcomes Based on State Wage Records Matching for Graduates.
- The EDD sent template examples from the Labor Market Information Division.
- The templates contain data depicting counts of employed graduates and salary information on students after graduation.
- The templates are problematic due to the fact that the data is not broken down by what industry the student is working in. The data show that the graduate is employed but there is no way to tie that back to what degree the student graduated with and if that student followed in to the specific industry the degree was meant for.
- The templates will satisfy the ACCJC standards.
- It was suggested that a crosswalk be developed between coding back to the Chancellor's office to CIP Codes back to TOPS codes. "Work backwards" TOPS codes → OSC → SOP → CIP → NAICS
- The report that TC will submit matches the templates. The report has aggregated data.
- The cost of the templates is estimated at \$2000.00 regardless of the number of records.
- In the future, more attributes can be added; Equity, demographic data and employment field.
- The next issue is to set Institution Set Standards for job placement rates after we receive placement results.
- Not all AA & AS degrees transfer to schools. Some students go to work.
- To account for transfers, two reports should be generated: one from the EDD and the other from National Student Clearinghouse/Cal PASS.

- Mark would like to sit down with Vicki, Velda and Danielle to review/analyze where the data starts and ends.
- The data being looked at for the report is CTE - 2012/13 and SLOs 2013/14.
- Students that move out of state after graduation are not reported by the EDD. Questionnaires will need to be sent to those students.
- Vicki gave a brief update on the recommendations from the ACCJC Annual Report follow up letter.
- The IEPI group will be coming to the campus to help facilitate the process of tying SLO data to resource allocation.
- The main areas that are lacking in SLO assessment activity are the adjunct faculty, WESTEC, ILS, Dental Hygiene, DSE and Court Reporting.
- Courses that aren't being offered need to be inactivated as well as programs that aren't producing graduates.
- A task force focusing on program inactivation should be created.

**Next Meeting: Friday, September 18, 2015 10:00 a.m. to 12:00 p.m. in the Café Conference Room**

by