

De Anza College  
Instructional and Planning Team  
Reduction Elimination Recommendations to College  
Council, December 9, 2011  
General Rationale, Criteria and Process

1. Criteria: Who are our “Core Students”
  - a) Underrepresented/target student populations
  - b) First time to college-transfer goal students
  - c) Students with a Career Technical Education goal
  
2. Principles: Encourage Divisions to Preserve and Support
  - a) Cohort learning groups
  - b) Matriculation
  - c) Existing filled positions
  
3. Analyses Built on Considerations of:

Most current data enrollment trends, high productivity/low productivity, job market trends, success rates, retention, certificates and degrees awarded, transfer rates, characteristics of students served, program mix, core curriculum needed to transfer to UC, CSU and top colleges students transfer to, Spring and Fall Division reductions proposals.
  
4. Process
  - a) Divisions developed a list of courses and programs in response to the BOT request to meet a fiscal target Spring, 2011.
  - b) Divisions developed new lists of courses and programs based on Spring, 2011 list to meet fiscal targets Fall, 2011.
  - c) Small IPBT teams reviewed Fall, 2011 recommendations and developed questions.
  - d) IPBT and SSPBT had a joint PBT meeting in order to discuss how recommendations would impact instruction and student services.
  - e) Divisions sent representatives with Deans to present their process of data gathering and answers to questions.
  - f) IPBT gave divisions recommendations -with a two-week window for Departments and Divisions to consider the recommendations and respond.
  - g) Six groups gave 5-10 min responses to IPBT recommendations, November 29 and December 6, 2011.
  - h) December 2, 2011 a program viability team consisting of members representing a number of governance committees met with the dean and faculty members of two programs: Technical Writing and CAOS to fully discuss the viability of the programs;
  - i) The viability reports were summarized for the IPBT on December 6.
  - j) December 6, the last IPBT meeting before voting occurred. The IPBT discussed all presentations, and the each item on the list of recommendations at length. Some items were removed, others added.
  - k) Each individual IPBT member voted with two guiding principles:

What is best for the College as we move into the future? What do our constituents feel about the recommendations?
  - l) The IPBT will return in January, 2012 to consider College Council, Division, and Department feedback on the IPBT recommendation report of December 9, 2011.

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