

# CONTRA COSTA COLLEGE

## Planning Committee Minutes

**Date:** Friday, February 5, 2016

**Time:** 9:00 – 11:00 a.m.

**Location:** SSC Conference Room A

**Present:** Donna Floyd, Beth Goehring, Jacqueline Lopez, Mojdeh Mehdizadeh, George Mills, Michael Peterson (taking notes), Wayne Organ (chair), Rick Ramos

ITEM	DISCUSSION	ACTION ITEMS
1. Call to Order with Introduction of Guests and identification of Committee Members	No discussion.	No action necessary.
2. Approval of today's Agenda	The agenda was amended to include: 1) A presentation (Item #9) by Dr. Rick Ramos on equity per our Strategic Plan. 2) Updates from Beth Goehring (#10) on the WEPR shells / Program Review	A motion was made by George Mills and seconded by Donna Floyd. Votes were unanimously cast by Donna Floyd, Beth Goehring, Jacqueline Lopez, and George Mills to amend the agenda.
3. Approval of the Minutes from November 6, 2015	Wayne Organ asked for a motion to approve the minutes.	The minutes were unanimously approved, with 2 yays, three abstentions.
4. Review of Minutes of Schedule and Catalog Committee Minutes and Enrollment Management Committee Minutes	The minutes were reviewed.	No action necessary.
5. Presentations from the Public	None.	No action necessary.
6. Results from January Integrated Planning & Budget meeting at De Anza College – Mayra Padilla	Donna Floyd presented on the conference, noting that the conference had information online available re: the actions.	Mojdeh to send Wayne the IEPI website and DeAnza conference actions. - <b>Mojdeh</b>

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7. Process to evaluate the effectiveness of the full range of planning processes as required under College Recommendation 2. – Wayne Organ.	The College mission statement was parsed and examined. The committee studied the statement and determined what pieces of “evidence” support that which we say we do.	Wayne to create a report to ensure fidelity to our mission statement. - Wayne
8. Progress on Strategic Plan – Wayne Organ	Wayne reported on presentation he gave at All College Day. Next steps: Teams to be developed by Stewards and resources determined that will be needed.	Wayne to reach out to Stewards to determine the info. - Wayne
9. Multiple Measures and Equity –Dr. Rick Ramos	Rick Ramos presented on multiple measures and equity.	Michael to obtain copies of Rick’s articles, scan, and send out to the members of the Planning Committee.
10. WEPR Shells / Program Review	Beth Goehring gave an update about the work she has been doing in creating new WEPR shells. She noted that she has been working on hopefully creating shells to include Student Services and Administrative templates for Program Review.	Mojdeh asked Michael to include a discussion item on the Management Council agenda for February to include a discussion on new shells.
11. Other (5 min)	None.	No action necessary.
12. Adjournment		
13. Next Meeting – March 4, 2016		

