

**CONTRA COSTA COLLEGE**  
**Planning Committee Minutes**



**Date:** Friday, October 7, 2016

**Time:** 12:30 – 2:30 p.m.

**Location:** SAB 211

**Present:** Donna Floyd, Beth Goehring, Jacqueline Lopez, Mojdeh Mehdizadeh (ex officio), Wayne Organ (chair), Mayra Padilla, Michael Peterson (taking notes), Randy Watkins

TOPIC	DISCUSSION	ACTION ITEM
1. Call to Order with Introduction of Guests and the identification of Committee Members <i>5 minutes</i>	The meeting was called to order at 12:35 p.m.	
2. Approval of today's Agenda <i>5 minutes</i>	Agenda approved with minor modification re: the date of the next meeting.  Jacqueline Lopez made a motion to adopt, followed by a second from Donna Floyd.  The Agenda was adopted as amended unanimously.	
3. Approval of Minutes from May 6, 2016 <i>5 minutes</i>	The minutes were reviewed.  Beth Goehring made a motion to adopt the minutes with minor modification, followed by a second by Jackie Lopez.  The minutes were adopted as amended unanimously.	
4. Review of the Minutes from the Enrollment Management Committee <i>5 minutes</i>	As the Enrollment Management meeting was cancelled in September, there are no minutes to review.	
5. Presentations from the Public <i>5 minutes</i>	There were no presentations from the public.	
6. Discussion of draft changes to Program Review Process and the role of the Planning	Draft changes have made their way through President's Cabinet, Academic Senate, and College Council.  The Planning Committee becomes, in effect, the College's program review validation committee.	

<p>Committee in Program Review <i>30 minutes</i></p>	<p>Wayne Organ presented to the committee the two changes to the Planning Committee:</p> <ol style="list-style-type: none"> <li>1) Review of changes to the charge of the Planning Committee from the College Procedure Handbook</li> <li>2) Review of changes to the constitution of the membership of the Planning Committee, also from the College Procedures Handbook.</li> </ol> <p>A unanimous vote followed that these recommendations should be brought to College Council for approval.</p>	
<p>8. Review of the State of the Mission <i>30 minutes</i></p>	<p>Wayne presented on the working document on the State of the Mission of the College.</p> <p>He led a discussion on the current means of evaluating the success of students.</p>	
<p>9. Progress of the Strategic Plan <i>20 minutes</i></p>		
<p>10. Open Discussion, topics for next meeting <i>5 minutes</i></p>		
<p>11. Next Meeting: November 4, 2016</p>		