

CONTRA COSTA COLLEGE
Planning Committee Minutes

Date: Friday, November 3, 2017

Time: 12:30 – 2:30 p.m.

Location: SAB-211

Present: Wayne Organ, Monica Rodriguez, Jacqueline Lopez, Beth Goehring, George Mills, Ken Sherwood, Kelly Ramos, Mojdeh Mehdizadeh, Cody Poehnelt, Ashley Carter, Richard Ramos, Brandy Gibson, Ghada Al-Masri, Jason Berner, Randy Watkins and Tish Young

ITEM	DISCUSSION	ACTION ITEMS
1. Call to Order with Introduction of Guests and identification of Committee Members	Meeting called to order at 12:33 p.m. Due to the IEBC presentation, the Planning Meeting followed an informal format.	
2. Approval of today's Agenda	There was no formal approval of the agenda.	
3. Approval of the Minutes from October 6, 2017 Meeting.	The minutes will be reviewed at the next Planning Meeting on December 1, 2017.	
4. Presentation from Public	No public presentations.	
5. Data Training from the Institute for Evidence Based Change (IEBC)	Brad Phillips, President/CEO of IEBC, was invited to teach how to understand and effectively use data to make decisions for the college. He began by asking the committee, "What data is impacting your life?" The attendee's examples ranged from shifting educational focus based on a survey resulting in future job opportunities, trends in bloodwork, to SAT scores and college opportunities. Brad Phillips shared the focus for meeting along with the IEBC model: <ul style="list-style-type: none"> • discover what is meant by culture change – change behavior which changes culture • understand principles and practices of good data use – making correct judgements about the data • gain insight about what data our college should focus on 	

ITEM	DISCUSSION	ACTION ITEMS
	<p>The committee learned points for developing a good process of data informed decision making and heard about successful, data informed practices at other sample colleges.</p> <p>Upon conclusion of the presentation, committee members felt positive, indicating that this was a long time coming.</p> <p>The committee shared what they hope for as a result of this work:</p> <ul style="list-style-type: none"> • ability to use large amounts of data to tell a story • create institutional change that will positively impact student success • breakdown silos • ability to identify common goals • develop sense of satisfaction on larger institution-wide scale • build team improve work • focus on common goal agreed to as an institution and integrate efforts to follow through with implementation • improve completion rate 	
6. Adjournment	Meeting adjourned at 2:30pm	
7. Next Meeting: December 1, 2017		