

CONTRA COSTA COLLEGE
Planning Committee Minutes

Date: Friday, April 13, 2018

Time: 12:30 – 2:30 p.m.

Location: SAB-211

Present: Wayne Organ, Jason Berner, Cody Poehnelt, Katie Krolikowski, George Mills, Elizabeth Bremner, Jackie Lopez, Chui L. Tsang, Beth Goehring and Evan Decker

Guest: Lucile (Cile) Beatty

ITEM	DISCUSSION	ACTION ITEMS
1. Call to Order with Introduction of Guests and identification of Committee Members	Meeting called to order at 12:38 p.m.	
2. Approval of today's Agenda	Jason moved to correct spelling of Trung's last name, Nguyen. Cody Poehnelt seconded the motion. The amended agenda was unanimously approved.	Amended agenda with corrections was approved
3. Approval of the Minutes from March 9, 2018 Meeting	Beth Goehring moved to approve the March 9, 2018 minutes. Jason seconded the motion. The minutes were approved.	Minutes approved
4. Review of the Minutes from the Enrollment Management Committee	No Enrollment Management minutes available to review.	No action items
5. Presentation from Public	No public presentations.	No action items
6. Review of the College Mission Statement	<p>Every two years, the Planning Committee must review the college mission statement and provide recommendations. Wayne Organ made a recommendation to approve the mission statement as is and place it on the College Council agenda for approval.</p> <p>There was a brief discussion about waiting until the new college president is onboard to make changes to the mission statement, as well as not waiting two years to review the statement. The Planning Committee agreed to forward the college mission statement as is for approval,</p>	Approved college mission statement as is. The college mission statement will be placed on College Council agenda for approval with the recommendation that the statement be reviewed in one year

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	<p>with a recommendation that the statement is reviewed in one year.</p> <p>Elizabeth Bremner moved to forward college mission statement as is to College Council for approval, with the recommendation that the statement is reviewed in one year. Beth Goehring seconded the motion. The motion passed unanimously.</p>	
<p>7. Update from Validation Teams</p>	<p>All validation teams will send summary to Wayne Organ to report at College Council on Thursday, May 10, 2018.</p> <p>Jason Berner:</p> <ul style="list-style-type: none"> • Foreign Languages report almost done • Speech report in process • Marketing has not completed report • Validation team working on BIOTECH report <p>Beth Goehring:</p> <ul style="list-style-type: none"> • Sent feedback to Early Childhood • Working on CNA report • Met with Student Services to assist with report <p>Katie Krolkowski:</p> <ul style="list-style-type: none"> • Art and Media report is almost complete • Validation team working on meeting to recommit to program review <p>Wayne Organ:</p> <ul style="list-style-type: none"> • Drama and Nursing have received a request from the Wayne to clarify questions on the report. Once the questions have been answered Wayne will send report to the rest of the validation team members <p>The Planning committee discussed ideas on how to best get programs to upload SLOs in WEBPR, is this possible? Ideas about providing SLOs were shared: printing, email documents, providing links, providing a space on WEBPR to ask the question where SLO can be found, and forming a digital repository. Another question that was asked was, what is</p>	<p>Validations teams send summary to Wayne Organ to report at College Council on Thursday, May 10, 2018.</p> <p>Beth Goehring to get signature page on WEBPR activated. Once activated, Wayne Organ will be notified via email</p>

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	<p>the depth of the responsibility of the validation team to make sure the SLO information is verified?</p> <p>Reminder for Beth Goehring to get signature page on WEBPR activated. Once activated, Wayne Organ will be notified via email.</p>	
<p>8. Standing Item: Guided Pathways</p>	<p>Katie Krolikowski provided the following updates:</p> <ul style="list-style-type: none"> • Structure of the Pathways Steering Committee (PSC) will consist of a tri-chair model: Demetria Lawrence (classified), Katie Krolikowski (faculty) and Kelly Schelin (management) • Steering committee will ensure that work groups are doing the work assigned • Release time available to compensate faculty for work • Guided pathways work plan was submitted successfully to the state <p>Wayne Organ asked to what college committee the PSC would report to. Katie Krolikowski will discuss this questions with the PSC and bring back recommendations to Planning Committee.</p>	<p>Katie Krolikowski to provide recommendations at next Planning Committee for PSC reporting.</p>
<p>9. Standing Item: Integrated Planning</p>	<p>Mayra Padilla not in attendance, agenda item was tabled.</p>	<p>Tabled agenda item for next meeting</p>
<p>10. Keeping WEBPR for 2018-2019</p>	<p>Beth Goehring brought up for discussion if the college should continue using WEBPR for program review in 2018-2019.</p> <p>The Planning Committee discussed whether to continue using WEBPR. Beth Goehring shared that there is a districtwide conversation about building a platform to include program review, however, this is just a conversation. Elizabeth Bremner inquired about the composition of the districtwide committee discussion the platform. Elizabeth will speak with Classified Senate President, Ashley Carter to get more information.</p>	<p>Approved to continue using WEBPR for program review for 2018-2019 academic year</p>

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	<p>Katie Krolkowski moved to keep using WEBPR for the 2018-19 academic year. Beth Goehring seconded the motion. A vote was called:</p> <p>Wayne Organ – Aye Katie Krolkowski – Aye Beth Goehring – Aye Jason Berner - Aye Cody Poehnelt - Aye George Mills – Aye Jackie Lopez - Aye Chui L. Tsang - Aye Evan Decker – Aye Elizabeth Bremner – Abstained</p> <p>The motioned passed with majority decision.</p>	
11. Professional Development and Training	Randy Watkins not in attendance, agenda item was tabled.	Tabled agenda item for next meeting
12. Open Discussion, topics for next meeting	The release time DE Coordinator and co- chair for Planning Committee chair job descriptions are currently in the review process and will be posted soon.	No action items
13. Adjournment	Jason Berner moved to adjourn the meeting. Katie Krolkowski seconded the motion. The motioned was approved unanimously. The meeting was adjourned at 2:30pm	
14. Next Meeting: May 11, 2018		