**CONTRA COSTA COLLEGE**

**Planning Committee Agenda**

**Date:** Wednesday, August 9, 2017

**Time:** 11:00am – 2:00pm

**Location:** SAB107

**Present:**

Chair: Wayne Organ

Ex-officio: Mojdeh Mehdizadeh, Kenneth Sherwood

Management: Ghada Al-Masri, Lucile Beatty, Jason Berner, Karl Debro, Evan Decker, Vicki Ferguson, Dennis Franco, George Mills, Mayra Padilla, Kelly Schelin, Tish Young

Faculty: Rick Ramos, Randy Watkins.

Classified: Elizabeth Bremner, Jackie Lopez, Ashley Patterson, Kelly Ramos, Miguel Alvarez

Confidential: Michael Peterson

Students:

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| **Item and Timeframe** | **Discussion** | **Action Items** |
| 1. Call to Order with Introduction of Guests and the Identification of Committee Members
 | The meeting was called to order at 11:10 a.m. Members each introduced themselves. | None. |
| 1. Approval of Today’s Agenda

*(5 minutes)* | A motion was made by Jason Berner to approve the agenda, followed by a second by Rick Ramos. The agenda was unanimously approved. | None. |
| 1. Statement of purpose and objectives (5 minutes)
 | The statement of purpose for the retreat was that it was meant to integrate different initiatives on campus to increase the synergy of programs. |  |
| 1. Summary of 3SP overview/goals/activities (20 minutes)
 | Dennis Franco gave an overview of 3SP programs and services. |  |
| 1. Summary of Equity overview/goals/activities (20 minutes)
 | Karl Debro presented on the work of the Student Success Committee and Equity programs. Mayra Padilla spoke on funding of programs via an application process for programs seeking support from Equity funds. |  |
| 1. Summary of Basic Skills overview/goals/activities (20 minutes)
 | Jason Berner spoke on Basic Skills, noting the following programs:* Tutoring
* Adult Education
* Acceleration of English classes

Cile Beatty advocated for Professional Development opportunities at Council of Chairs and other meetings: making PD incorporated into committee work, not “additional” responsibilities. |  |
| 1. Break for Lunch (30 minutes)
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| 1. Summary of the Strategic Plan overview/goals/activities (10 minutes)
 | Wayne Organ gave an overview of the Strategic Plan from its inception in 2015 and to reviewing current successes in its implementation.  | Relocating the Steward portion of the Strategic Plan forward to the new website. |
| 1. Summary of the Integrated Plan overview/goals/activities and suggestions for modifications (30 minutes)
 | Mayra Padilla presented on:* Backward mapped activities to the Strategic Plan, and saw the need to update the S.P.
* Looked at scorecard & equity metrics.
* Came up with goals based on old data and will update, along with ACCJC data.

Mayra then went through the Plan, section by section.There was a discussion of limiting Professional Development. Will need 100 words on how to evaluate plan.Mayra went over the activities that the plan funds, which was followed by Dennis giving further overview of 3SP activities that will be funded. |  |
| 1. Interaction between the Integrated Plan and the Strategic Plan and suggestions for amendments to Strategic Plan (30 minutes)
 | After reviewing the draft integrated plan, the committee reviewed the Strategic Plan to determine if strategies were 1) Done, 2) Ongoing, 3) No longer relevant. | Input from the Integrated Plan committee will be forwarded to Planning. Members of IPC will receive e-mail asking for further amendments to S.P. |
| 1. Next Steps (5 minutes)
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