Contra Costa College

**Planning Committee**

**Agenda**

**Date: Mar 1, 2019**

**Time: 12:30-2:30 PM**

**Location: SAB 211**

**Invited:**

Chairs: Mayra Padilla and Planning Faculty Coordinator Katie Krolikowski

Ex Officios: Katrina VanderWoude, Carsbia Anderson, Susan Kincade

Academic Senate President: Beth Goehring

Managers (3): Tish Young, Monica Rodriguez, Evan Decker, Brandy Howard, George Mills, Jason Berner

Classified (2): Brandy Gibson, Elizabeth Bremner

Faculty (2): Trung Nguyen, Rachel Dwiggins-Beeler, Beth Goehring, Katie Krolikowski

Student (1):

**Absent:**

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| **Time** | **Item** | **Facilitator(s)** | **Outcome(s)** |
| 1. 12:30- 12:40   pm | Introductions  Review Agenda  Approve Minutes  *10 min* | Beth | RESULTS: |
| 1. 12:40-1:00pm | Validation work  *20 min* | Beth & Katie | Report back – focus on observations of process (challenges, things that are working)  Clarify plan for S2019 cycle  Re-visit ad hoc committee on validation process |
| 1. 1:00-1:10pm | Table: Guided Pathways update Institutional Heuristics  10 *min* | Katie Beth | Discuss interactions between GP work and Planning committee work |

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| 1. 1:10-1:15pm | Next Meeting Schedule  *5 min* | Katie | March 1  April 19 (moved due to spring break)  May 10 (moved do to ACCJC retreat) |
| 1. 1:15-1:35pm | eLumen Implementation  *20 min* | Beth | Introduction to product features  Implications for program reviews, validation and planning |
| 1. 1:35-1:50pm | Strategic plan updating process  *15 min* | Katie | Results from pilot: phone interviews for strategies updates  Actions necessary to complete remainder of updates by end of semester |
| 1. 1:50-2:00 | Analysis of charge for committee | Katie | Potentially put this ad-hoc committee on hold |
| 1. 2:00-2:15pm | Close, review action items, and determine next steps  *15 min* | Beth | Next Meeting  Fri, April 19  12:30-2:30pm |
| **Ongoing Action Items**  ***Parked questions for future meetings***   * *Review the procedures handbook section A1000 and update. Review list of plans that are “required” and determine if necessary. Update org chart and committee structures.*   [*http://www.contracosta.edu/wp-content/uploads/2017/02/Colleges-Procedures-Handbook-2015.01.23.pdf*](http://www.contracosta.edu/wp-content/uploads/2017/02/Colleges-Procedures-Handbook-2015.01.23.pdf) | | | |