CONTRA COSTA COLLEGE

**Planning Committee**

**Agenda**

**Date: May 10, 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 voting positions): Tish Young, Monica Rodriguez, Evan Decker, George Mills, Jason Berner

Classified (3 voting positions): Brandy Gibson, Elizabeth Bremner

Faculty (3 voting positions): 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* |  |  |
| 1. 12:40-12:55pm | Finalize Validation Report Out  *15 min* | Beth & Katie | * Request that by May 6th all groups enter recommendations into WEPR shell and that they send us a word doc with the themes that emerged * Mayra - Add the Program Review Validation Report to College Council agenda * Beth - Add Program Review Validation Report recommendations for Budget Committee |
| 1. 12:55-1:05pm | Strategic Plan Update  10 *min* | Beth and Mayra | * How close are we to completing all 57? * Mayra - share with planning on the 10th the structure for the report to accreditation steering committee * Mayra - create summary report to present at accreditation steering committee on May 22nd |
| 1. 1:05-1:15pm | Guided Pathways Essential Practices Report  *10 min* | Katie | * Current status and initial prioritization of work on campus related to CA CO list of 22 essential practices for Guided Pathways |
| 1. 1:15-1:35pm | Student Equity Plan & Vision for Success - Goal 5 Disproportionate Impact  *20min* | Mayra |  |
| 1. 1:35-1:55pm | Strategic Planning Timeline for Fall 2019 and Spring 2020  *20min* | Mayra, Katie, Beth | Group activity - Generate ideas for creating campus-wide engagement for strategic plan   * Identify stakeholders and how to engage them * Suggest formats and dates for forums, charrettes, etc. * Mayra - create timeline and update with info from group activity |
| 1. 1:55-2pm | Review Mission, Vision, and Values Statement | Beth, Mayra, Katie | * Think about how we will update to include new initiatives and help us focus |
| 1. 2:00-2:15pm | Flex Week Planning Retreat  *15 min* | Mayra | Select a date  Share that the retreat will focus on:   * Review document that compiles governance processes to conduct a gaps analysis and suggest improvements   + Mayra - work during the summer to compile governance processes descriptions and timelines * Create a menu of interventions and resources for faculty to use in program review to address challenges in depts   + Mayra - work during the summer to compile interventions & resources list * Strategic Plan Development Process Identify Next Steps   + Mayra - will share updated timeline and suggestions for engaging campus community |

**Ongoing Action Items**

* April 15 deadline for validations to be complete
* End-of-semester deadline for strategic plan update work

***Parked questions for future meetings***

* *Update committee charge*
* *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)