

**CONTRA COSTA COLLEGE**  
**Planning Committee**  
**Agenda**

**Date: Sept 6, 2019**  
**Time: 12:30-2:30pm**  
**Location: SAB211**

**Invited:**

Chairs: Mayra Padilla and Planning Faculty Coordinator Jon Celesia

Ex Officios: Mojdeh Mehdizadeh

Academic Senate President: Katie Krolkowski

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): Rachel Dwiggin-Beeler, *Katie Krolkowski*

Student (1):

Composition in Planning Committee Charge in Handbook:

4 faculty, 3 managers, 2 classified, 1 student, VP and President (ex officio) = 10 voting members

<b>Time</b>	<b>Item</b>	<b>Facilitator(s)</b>	<b>Outcome(s)</b>
1. 12:30pm-12:45pm	Introductions Review Agenda Approve Minutes <i>15 min</i>	Mayra	
2. 12:45pm-1:05pm	Planning Committee Governance Update <i>20 min</i>	Mayra, Jon, Jason, and Brandy	Review proposed charge update including: <ul style="list-style-type: none"> <li>• Membership for each constituency group</li> <li>• Quorum</li> <li>• Voting rules</li> </ul> <i>Assign someone from each constituency group to confirm planning committee member</i>
3. 1:05pm - 1:15pm	Planning Committee Goals & Evaluation Update <i>10 min</i>	Brandy G	<ul style="list-style-type: none"> <li>• Develop Deliverables and Goals for 2019-2020</li> <li>• Develop prompts for evaluation</li> <li>• Record Needed Governance Process Updates</li> <li>• Set Meeting Dates</li> </ul>
4. 1:15 pm - 1:45pm	Strategic Plan Update <i>30 min</i>	Mayra	<ul style="list-style-type: none"> <li>• Review proposal &amp; select top finalist for interviews</li> <li>• Discuss ways to get campus wide involvement</li> <li>• ACD SP2020?</li> <li>• Fri 9/6 Constituency Meeting</li> </ul>
5. 1:45pm - 2:00pm	Program Review Update <i>15 min</i>	Katie	<ul style="list-style-type: none"> <li>• Program Review Manual Progress Update</li> <li>• Annual Unit Plan how it connects to Strategic Plan</li> <li>• Validation Teams</li> </ul>
6. 2:00pm-2:15pm	Student Success Committee <i>15 min</i>	Mayra	<ul style="list-style-type: none"> <li>• Discuss repurposing SSC</li> </ul>
7. 2:00pm-2:10pm	Guided Pathways Update <i>10 min</i>	Katie	<ul style="list-style-type: none"> <li>• Summary of Scale of Adoption (3 year plan)</li> </ul>

8. 2:25pm- 2:30pm	Closing Review of Action Items	Mayra & Joy	Next Steps Next Meeting Oct 4 <sup>th</sup> 12:30-2:30pm @ SAB211
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## **Ongoing Action Items**

### **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>