

Meeting Notes (Draft: 9/24/19)

Planning Committee
September 6, 2019
12:30-2:30 p.m.

Present: Mayra Padilla, Jon Celesia, Monica Rodriguez, Evan Decker, Katie Krolkowski, Brandy Gibson, Kate Weinstein, Karl Debro, Joy Bruceles (Note Taker)

Major Topics	Outcomes	Actions
1. Introductions Review Agenda Approve Minutes	<ul style="list-style-type: none"> • Meeting called to order at 12:35 p.m. • Introductions • Review of agenda, Mayra requested to Move Guided Pathways to next meeting agenda, as well as, Student Success Committee; moved by Katie to reduce Student Success Committee to 5 minutes; Second by Brandy, Approved • Review of minutes from Retreat on 8/20/19. Motion to Approve, second, and Approved <ul style="list-style-type: none"> ○ Council of Chairs (Manu) ○ Overview of how to access website link to Program Review information and resources 	<p>Add action item: Check w/ Katie re: Program Review Handbook</p> <p>Katie will send out an email to Joy.</p>
2. Planning Committee Governance Update	<ul style="list-style-type: none"> • Mayra provided a handout displayed on projector showing changes and updates to the committee. Jon Celesia summarized the PC Charge Recommendations with the group and solicited feedback, suggestions and comments by committee members on the appropriate language used on the Planning Committee's charge. Discussion on process for submitting recommendations; after 2nd read of recommendations, Planning Committee will forward to College Council for their 10/10/19 meeting. 	<p>Planning Committee Charge Recommendations – 1st Read by committee 9/6/19 and another opportunity for 2nd read at 10/4/19 Planning Committee meeting. Evan will take to Management Council, Brandy will take it to Classified, Katie will take it to Academic Senate.</p>
3. Planning Committee Goals & Evaluation Update	<ul style="list-style-type: none"> • Mayra reviewed with the committee the Planning Committee Annual Goals from the Retreat held on 8/20/19. Brandy summarized the Constant Projects/Charge. • Discussion and Conversation for Request for Postponement process for Program Review. Monica provided an update and discussed what they want to include. 	<p>Katie will bring back the Equity Statement</p> <p>Monica will draft language for the next meeting in October.</p>
4. Strategic Plan Update	<ul style="list-style-type: none"> • Overview of Strategic Plan Proposals and RFP from IAS, Cygnus Planning, and MIG from Cerritos. Mayra reviewed the proposal with the committee, working on a simplified version of the RFP with Inez Zildzic next week. Mayra requested that the members review the proposal and give her feedback by next week. Send any comments and insights to Mayra. 	

	<ul style="list-style-type: none"> • Tabled: Discuss ways to get campus wide involvement 	
5. Program Review Update	<ul style="list-style-type: none"> • Katie gave a report on the Program Review Manual Progress, Annual Unit Plan how it connects to Strategic Plan: Katie updated on the PR Unit plans and its purpose. This is an annual update so that resources college-wide will be mobilized to help achieve your goals. • Validation Teams: Katie will make sure that the validation teams are in place before the next meeting 	<p>Katie asked Brandy to send her the list of validation teams.</p> <p>Evan will send out communications to the programs that are being validated.</p>
6. Student Success Committee	<ul style="list-style-type: none"> • Discussion on repurposing SSC; Mayra provided the historical information on the Student Success Committee. Student Success should drive everything that we do on campus. Karl provided a broad report of how the Student Success Committee was structured. Conversation and feedback on the purpose of this committee. 	<p>Brandy will work with Katie, Demetria, Mayra and Karl on developing a proposal for the Student Success Committee charge.</p>
7. Guided Pathways Update	<ul style="list-style-type: none"> • Summary of Scale of Adoption (3-year plan) 	
8. Closing Review of Action	Meeting adjourned at 2:17 p.m.	