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| Meeting Notes |
| Planning CommitteeMay 10, 201912:30-2:30 p.m. |
| Present: Katie Krolikowski, Brandy Gibson, Rachel Dwiggins-Beeler, Beth Goehring, Mayra Padilla, Monica Rodriguez, George Mills, Tish Young, Evan Decker, Joy Brucelas (Note Taker)  |
| Major Topics | Discussion | Follow-up |
| 1. Call to Order (with Quorum)
 | Meeting called to order at 12:40 p.m.Add to agenda #2.5; 2 questions to program review shell. Vision for Success and EquityMoved to approve by revised agenda (by Beth) and second (by Rachel)Minutes Revision: Change Agenda to “Minutes”; Section 3, 2019. AA #2 Fall (not all), and Thank Elizabeth for an excellent jobMoved to approve Revised Minutes (by Beth) and abstained (by Mayra and George) |  |
| 1. Finalize Validation Report Out
 | * Global list of commendations/recommendations in April minutes.  Will share out final report at College council in Fall semester’s first meeting
* Team 2: Monica’s group finished all validations:   Recommendations in WEPR (custodial postponed/extended)
* Team 3: Self-studies all done + recommendations in, not quite finalized [ADJUS not complete with self-study; but some recommendations – 1st year faculty needed to help]
* Team 4: George/Katie:  Music, Journalism reviewed, Fine Media Arts.:  have recommendations, but not finalized. (HAG not self-study). (President’s office moved to next cycle- extension)
* Team 1: Rachel:  have looked over and contacted/recommended all groups – some updating done.  All shared, but not in WEPR.
* All will finalize recommendations in WEPR by semester’s end
* Validations and recommendations are being finalized.
* Music and Journalism are being reviewed. Validations and recommendations are being worked on.
* History, Anthropology, Geography—Nothing yet
* Understanding Mariles approved postponement of Custodial and moved President’s Office (extension)
* We need to clarify the process. Who or what body has the authority to approve or extend?
* If a department requests for an extension, the Planning Committee would approve the extension. Maybe Mariles puts in a request rather than approving the request.
* Made recommendations, contacted folks to update, created recommendations and commendations: Group 1 (Team 1)
* 75% near completion
* Defer to use summer to come up with language for August or September to develop or identify the policy on Program Review and approving extensions or postponements. Is there a penalty? Suggestion for future discussion and/or meeting.
* Motion by Beth, and Seconded by Mayra: Current groups being responsible. Overall schedule
* Recommendation by Mayra that the Planning Committee think of developing a follow-up process be explored to Program Review during the summer.
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| Added to Agenda (2.5)Vision for SuccessEquity | * ~~Suggested to add statement by Katie~~
* Considering the area of focus; Access, Retention, Degree Completion, Transfer, and Equity (for Vision for Success) (Recommended by George and Mayra)—Mayra will draft up the message/question.
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| 1. Strategic Plan Update
 | * Beth and Mayra reviewed the list of strategic direction strategies and planning team gave their report on updates. Some are continuing to work on their portions during the summer.
* Beth will work on uploading the evidence that are already completed and move them under the Accreditation file “Strategic Direction Objectives Strategies Updates”
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| 1. Guided Pathways Essentials Practices Report
 | * Katie mentioned the Draft report has been sent to the State Chancellors Office. It’s not our official report or plan. It is due on 9/30/19. Katie will send the document to the Planning Committee.
* There are 4 guided pathways essential practices and the official plan will be sent out by Katie.
* Recommendation: What are the priorities for the college?
* Mayra suggested that document like this plan need to go to the various departments on campus (i.e. EOPS, etc.)
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| 1. Study Equity Plan & Vision for Success—Goal 5
 | As soon as the Executive Summary is complete, Mayra will send it out. |  |
| 1. Strategic Planning Timeline for Fall 2019 and Spring 2020
 | * Mayra presented a PowerPoint.
* Review of timeline for Fall 2019
* Planning Committee would like to have a FLEX Retreat during FLEX week (possibly on Tuesday)
* Follow-up question (George)—Has there been an evaluation of the previous Strategic Planning Process? Mayra will add an assessment of previous plan. Mayra suggested to have a flex activity to review the previous strategic plan and go over the plan for 2019-2020. Will add Program Review recommendations and commendations, as well as, the District Plan.
* Suggestions of type of activities (Listening Campaigns: i.e. Rye Campaign, et (Evan Decker)
* Mayra made a Motion to make a recommendation to find the funds to hire a consultant and get this ready to go by Fall 2019.
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| 1. Other Items
 | Katie shared the Mission and Values from CCC website. Need work to do to update the Mission that includes language referencing being an HSI Institution, Equity, etc, (i.e. see work by Canada College) |  |
| 1. Meeting Adjourned
 | 2:35 p.m. |  |