

CONTRA COSTA COLLEGE
Planning Committee
Agenda

Date: April 09, 2021 (postponed 1 week due to spring break)

Time: 12:30-2:30pm

Location: Zoom at [Zoom meeting link](#)

Link to: [CCC Committees Page](#)

Committee charge:

- Lead the creation and monitoring of the College Strategic Plan
- Monitor the implementation of campus-wide plans and initiatives as they relate to the College Strategic Plan
- Oversee the program review validation process
- Maintain and archive evidence that will support accreditation process and the continuous improvement of institutional effectiveness measures and processes
- Make recommendations to College Council and Budget Committee

2021 Committee Members & Structure:

Chairs: Dean of Institutional Effectiveness Mayra Padilla and
Planning Faculty Coordinator Jon Celesia

Ex-Officio: President, Vice-President(s), Academic Senate, Classified Senate President, ASU President, SLO
Coordinator (Brandy Gibson)

Academic Senate President: Katie Krolkowski

Managers (4 voting positions): Monica Rodriguez, Evan Decker, George Mills, Rene Sporer

Classified (4 voting positions): Brandy Gibson, Christina Craig-Chardon, Demetria Lawrence, Kate Weinstein,
Hector Moncada, Vanessa Mercado

Faculty (4 voting positions): *Katie Krolkowski*, Jeffrey Michels, Joy Eichnerlynch, *Jon Celesia*, Chao Liu,

Student (4): Vanessa Crisostomo, Ricardo Sanchez, Carlos Solano, *vacant*

Composition in Planning Committee Charge in Handbook:

4 faculty, 4 managers, 4 classified, 4 student, VP (ex-officio) and President (ex-officio)

Quorum: 50% filled voting seats + 1 voting member. (i.e. 9 if all voting seats are filled)

All official members (including chairs, not ex-officio) are voting members; chairs may serve as voting members for their voting constituencies

Time	Item	Facilitator(s)	Documents & Outcome(s)
1. 12:30pm-12:40pm	Introductions (if new people present) Confirm/Change Committee Membership Quorum? (9 voting members) Review Agenda (changes? Approve?) <i>10 min</i>	Jon	Agenda (for this meeting) <i>Planning Structure & Charge</i>
2. 12:40pm-12:50pm	<i>Minutes</i> (changes? Approve?) <i>10 min</i>	Jon/Mayra	Planning Com Minutes 12/4/2020 Planning Com Minutes 2/4/2021 Planning Com Minutes 3/4/2021
3. 12:50pm-12:55pm	<i>Presentations from the public</i> <i>5 min</i>	Jon	Any topics or concerns we should work on or be aware of?
4. 12:55pm-1:05pm	<i>Marketing/Outreach Update</i> <i>10 min</i>	Rod	Brief Marketing and outreach status/update To Do List: Add a legend to explain 2F, 2C, 2M, 2S to the CCC Committee Schematic found on our website under CCC Committees. Note: can't currently create hyperlinks (certainly not a jpeg) Will be meeting next:
5. 1:05pm-1:10pm	<i>Find Date for eLumen Orientation</i> <i>With Heather</i> <i>5 min</i>	Mayra/Jon	
6. 1:10pm-1:30pm	<i>Program Review</i> 1. <i>update from Jason: PR Data entry to eLumen & permanent FT classified to help maintain 3 areas for eLumen (curriculum, PR, SLO)</i> 2. <i>Set up meeting for eLumen & SP Implementation team (Katie, Brandy, Evan, Mayra); eLumen Sandbox</i> 3. <i>Common Themes- Next steps; intersection of workgroups A & B?</i> <i>20 min</i>	Jon/Mayra/ Katie	2.Katie-able to create a Sandbox for the SP-PR team? 2020-21 Prog Rev & Validation Schedule SharePoint Program Review Folder DVC Training video link to their process DVC PR Guide link <i>Common Themes Feedback:</i> Go through 2019-2020 ProgRev and look for campus-wide common 1. Requests and 2. Commendations (what is being done well?) <i>2020-2021Report:</i> Let's get this one done ASAP so we can present it to College Council and Budget Current state of WEPR; WEPR Link Explore next steps for incorporating eLumen Schedule for next 5 years Program Review Cycle

7. 1:30pm -1:35pm	<i>Accreditation Update: Annual Report</i> <i>5 min</i>	Mayra	
8. 1:35pm- 1:50pm	<i>Strategic Plan implementation</i> 1. Update on lead efforts 2. Update on project management software <ul style="list-style-type: none"> • Vote to approve ESM • Select small team to work in summer on structuring project management program with SP parts <i>15 min</i>	Mayra/Chao	2. Vote to recommend, to College Council, ESM as our project management software
9. 1:50pm -2:05pm	<i>Validation</i> 1. Update on programs being validated- Validation Leads 2. Update on validation improvements and data coaches model update - Mayra and leads <i>15 min</i>	Mayra/ Team Leads	
10. 2:05pm -2:15pm	<i>IEPI Grant Update Implications for Planning Com.</i> <ul style="list-style-type: none"> • Work on Integrated Planning Model • Strategic Enrollment Management <i>10 min</i>	Mayra	
11. 2:15pm -2:25pm	<i>Equity Plan Update.</i> <ul style="list-style-type: none"> • Center for Urban Education reviewed our plan • Strategic Enrollment Management <i>Next Steps.</i> <ul style="list-style-type: none"> • Invite Emma Blackthorne to present research office process improvements • Learning Communities Dashboard • AB 705 Dashboard • Etc. <i>10 min</i>	Mayra	

12. 2:25pm -2:30pm	<i>Closing Comments or Questions?</i> <i>5 min</i>	Jon	
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