



CONTRA COSTA COLLEGE

Planning Committee Agenda

December 10, 2021 12:30-2:30 PM

Planning Committee Information

Committee Charge:

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

Committee Composition:

Co-chairs: 1 manager, 1 faculty

Members: 4 faculty (includes co-chair), 4 managers (includes co-chair), 4 classified, 4 student, and ex officio.

ex officio: President, Vice-President(s), Academic Senate, Classified Senate President, ASU President, SLO Coordinator

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

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

Current Membership:

Co-Chairs: Dr Kimberly Rogers, Dr Katie Krolikowski

Faculty: Dr Chao Liu

Managers: Rene Sporer, Jason Berner, Evan Decker, George Mills

Classified: Hector Moncada, Kate Weinstein

Student: Eder Cerrato, Meaghan Yarnold

ex-officio: Dr Tia Robinson-Cooper, Jason Cifra, Dr Gabriela Segade (ASC), Brandy Gibson (CS), Carlos Solano (ASU), Brandy Gibson (SLO), Mayra Padilla (Institutional Effectiveness)

Link to: [CCC Committees Page](#)

Agenda Items

	Item	Facilitator(s)	Time	Reference Documents	Outcome
1	Welcome and identify voting members	Katie	5 min	Current membership	Discussion
2	Public Comment	Katie	5 min	n/a	Active listening
3	Approval of agenda	Katie	2 min	Dec 10 agenda	Action: Agenda modified/approved
4	Approval of past minutes	Katie	8 min	November 5, 2021 draft minutes, April 2021 draft minutes	Action: Minutes modified/approved
5	2021-22 goals for planning committee	Katie	15 min	Propose goals from November meeting: <i>CCC_DraftPlanningComGoals_2021_22.pdf</i>	Action: Approve 2021-22 committee goals
6	Program review	Katie/Mayra	20 min		Discussion: 1. aligning strategic

	process improvement				plan to program review prompts. 2. Informing budget and SEM with program review data.
7	Program review policies and practice	Mayra	25 min	Validation improvement workgroup documents in folder: " <i>E. Program Review > Validation Process Improvements Fall 2020</i> " Data coaching: TBD Extension policy documents in folder: " <i>E. Program Review > Program Review Deadline Extension Request</i> "	Discussion: 1. Report-out from validation improvement workgroup. Define next steps. 2. Data coaching update 3. Review of extension policy. ACTION: recommendation on 2019–20 and 2020–21 self-study extensions.
8	Program review 2021–22 cycle	Katie	15 min	Document with past PR target timeline and milestones: <i>Milestones_PRSelfStudy.pdf</i> Current validation teams and assignments: <i>E. Program review > 2021_22_ProgramReview_Records > Validation_Teams 2021–22 V2.xlsx</i>	Discussion: 1. Review validation team membership and assignments. Leads report on progress. 2. Review milestones for self-study/validation process. 3. Continuous improvement ideas ACTION: finalize validation teams, assignments. Set milestones and

					dates for 21-22 cycle
9	Strategic Plan Implementation	Jason C.	25 min		Discussion: 1. IEPI-2 overview, timeline, call for participants. 2. Crosswalk of action areas and priorities, current work and personnel 3. ESM software