



CONTRA COSTA COLLEGE

Planning Committee Agenda

May 6, 2022 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, *Ben Jahn (new)*, *Irena Stefanova (new)*

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~~ Kevin Ruano Hernandez (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	Kimberly	5 min	n/a	Active listening
3	Approval of agenda	Katie	2 min	May 6 agenda	Action: Agenda modified/approved
4	Minutes update	Mayra, Katie, Kimberly	10 min	April 2021, Nov 2021, Dec 2021, Feb 2022, March 2022	Result: Minutes approved
5	Start Self-Study and Validation Cycle; 2022-23	Katie	10 min	Review milestones and dates. Assign validation teams. Discuss who should notify program leads	Result: Team-program assignments approved. Notifier appointed.
6	Self-Study and	Mayra	10 min	Review list of completed self-	Result: List of completed recorded.

	Validation Cycle; 2021-22			studies. Determine programs needing extension requests. Decide homework for meta-analysis/report at next Planning meeting.	List of extensions recorded. Agreement about preparation for report to College Council.
7	Self-Study and Validation Cycle: 2020-21	Mayra	5 min	Discuss preparation of report to College Council.	Agreement about preparation for report to College Council.
8	IEPI update	Kimberly	10 min	May 2 IEPI team visit summary report	Result: Committee informed
9	Program Review re-design discussion	Mayra and Katie	15 min	Report about steps taken. Timeline for next steps of work	Result: Committee informed and gives input to work group
10	ESM program management tool input	Kimberly	15 min	Update on project	Committee is updated on ESM implementation and roll-out.