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 oficio.
ex oficio: 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 Mayra Padilla (Institutional Effectiveness Dean), Dr Katie Krolikowski (faculty)
Faculty: Dr Chao Liu, Ben Jahn, Irena Stefanova, Cile Beatty
Managers: Rene Sporer, Kenyetta Tribble ,Elvia Ornelas-Garcia, George Mills
Classified: Vanessa Mercado, Kate Weinstein, Brandy Gibson, Catherine Fonseca
Student: Marissa Espinoza
ex-officio: Dr Kimberly Rogers (COLLEGE PRESIDENT), Jason Berner (for VPI), Kenyetta Tribble (VPSS), Arzu Smith (VPBAS), Dr Gabriela Segade (ASC), Stephanie Figueroa (CS), Justine Nino (ASU), **vacant** (SLO), *Jennifer Reynoso (Notetaker)*

Link to: CCC Committees Page

Agenda Items

	Item	Facilitator(s)	Time	Reference Documents	Outcome
1	Welcome and identify voting members	Katie	2 min	Current membership	Discussion
2	Public Comment	Mayra	2 min	n/a	Active listening

3	Approval of agenda	Katie	2 min	February 3 Agenda	Action: Agenda modified/approved
4	Approve minutes	Mayra & Jennifer	10 min	*Nov 2021, Dec 2021,* Dec 2 2022 minutes	Result: Minutes approved
5	College council monthly report	Katie and Mayra	1 min	Co-chairs share information from college council with committee	Result: committee informed.
6	Yearly goals update	Katie/ Mayra	10 min	Progress on goals noted	Result: Committee notes progress, sets priorities
7	Meta-analysis	Mayra	10 min	Plan for 2021-22 meta-analysis timeline (group). Current validation teams plan for 2022-23 meta-analysis	Action: committee agrees on process and timeline for meta-analysis report preparation.
8	Update on 2022-23 PR self-study cycle	Elvia, Rene, Kenyetta, George	20 min	1. Validation team leads share progress on self-studies so far this semester. 2. Planning committee discusses best practices to pilot for this cycle 3. Schedule norming session/ validation training	Result: committee informed and provides feedback to validation teams. Committee determines next steps in best practice pilot activities and schedules norming session/validation training for later in February.
9	PR re-design: Long term goal to make recommendations to Budget Committee and College Council	Katie, Mayra	15 min	Discuss distinction between: 5 year self-study, 1 year milestone report and resource requests.	Result: Committee discusses, creates draft frame for this discussion to present at college council.
10	PR re-design: Feedback check in	Mayra, Katie	20 min	Feedback retreat discussion. Updates on feedback mechanisms: Canvas shell and communication through campus committees.	Result: committee discusses and determines next steps
11	Re-design team scheduling	Katie	10	Scheduling difficulties presented.	Result: committee decides how to proceed with re-design