



## PLANNING COUNCIL

### Notes

October 19, 2022

Zoom Meeting, 3:30 pm – 4:30 pm

Please note: agenda, minutes, and meeting documents will be archived online: [Planning Council Teams Folder](#).

**COMMITTEE MEMBERS:** Pete Bouzar, **Dorsie Brooks**, **Susana Castellanos-Gaona**, **Erin Craig**, Damien Jordan, Theresa Lavarini, Kay Nguyen, Cortney Ngo, Stephanie Smallshaw, Natalie Timpson, **Brooke Truong**

**CHAIR:** Claudia Lee, Meredith Randall

**RECORDER:** Yadira Lopez-Daly (Nelson Contreras)

**GUEST:** Kristine Clancy

**Purpose:** Primary coordinating and recommending body to the College President on matters of college-wide planning. Primary resource for accreditation and program review processing, coordination, and recommendations.

### AGENDA ITEMS

#### 1. Timeline for Midterm Report for ACCJC and First Draft

- Need to collect by Nov 3<sup>rd</sup>, 2022. ACCJC will use report during their next full visit.
- Midterm report is to address our plans from 3 years ago as well recommendations from visiting team
- We need to set our goals to show if student program is meeting standards or need more support.
- Kay will send out draft of ACCJC Midterm Report tomorrow 10/20/2022 via Teams. Feedback on draft will be due 10/27/2022.

#### 2. Next Steps: Prioritized Program Review Requests

- List went to Budget Council, then it will go to President's Cabinet
- Budget Council chose to cut off at a score of 44 and above. Many request that were not approved were for Athletics – who have additional sources of funding.
- Need to have a joint meeting with Budget Council to discuss what metrics they use to deny requests and if they are duplicating the Planning Council's work.
- Pete will share new cycle that Paul is working on

#### 3. Finalize Decision-Making Guide

- Waiting on program review process to finish so that we can include a timeline or flowcharts.

#### 4. Assessment of Strategic Plan

##### a. Timeline

- We should look at it regularly and evaluate if any updates are needed. Possibly focus on a single goal rather than all.

##### b. Guidance for Other Committees

- We need to make other committees aware of this document and how it applies to their work
- We need to determine how we will evaluate committees. It can be a progress report or a different form of evidence like their meeting minutes. We must be conscious to not increase their workload.

**Next Meeting:** November 2, 2022

## 5. Possible Meeting Time/Day Change

- New meeting days will be 2<sup>nd</sup> & 4<sup>th</sup> Thursday, 2-3pm.
  - Switched from 1<sup>st</sup> & 3<sup>rd</sup> week to 2<sup>nd</sup> & 4<sup>th</sup> weeks so that Budget Council is not waiting two weeks for this committee's response/decisions
- Start on November 10<sup>th</sup>, 2022 (in 3 weeks), unless something urgent comes up

## 6. Other

<https://ccd-edu.zoom.us/j/89174850738>

**Next Meeting:** November 2, 2022