

Strategic Planning Committee

Minutes

11:00 AM – 12:00 PM • Tuesday, October 24, 2017 • L405

**Present:**

Michael Carley, Val Garcia, Anja Goebel, Kendra Haney and Catherine Hodges

**Absent:**

Andrea Anaya, Jay Hargis and Leticia Lopez

**I. Call to Order**

Mr. Carley called the meeting to order at 11:07am.

**II. Approval of Agenda**

Motion made to approve the October 24, 2017 agenda.

**M/S/C:** Kendra Haney/Anja Goebel

**III. Approval of Minutes**

Motion made to approve the minutes from October 10, 2017.

**M/S/C:** Kendra Haney/Catherine Hodges

**IV. Discussion Items**

**A. Revise Instructional Program Review Template**

The committee made the following changes to the Instructional Program Review.

- Updated the Porterville College Mission Statement.
- Added a Program Learning Outcomes section.
- Added four areas under Program of Analysis and Trends (Changes in Program over Last Three Years, Data Review, Program Strengths, and Areas for Improvement).
- Removed Analysis of Performance section.
- Minor Changes were made under goals, however; the committee feels this section needs further review.
- Add Safety & Security Request(s) section.
- Change Budget section back to the original format.

**B. Revise Non-instructional Program Review Template**

The committee made the following changes to the Instructional Program Review.

- Updated the Porterville College Mission Statement.
- Change Student Learning Outcomes section to Services Area Outcomes and update descriptor.
- Change Analysis of Current Performance to Program of Analysis and Trends and add four areas under this section (Changes in Program over Last Three Years, Data Review, Program Strengths, and Areas for Improvement).
- Removed Analysis of Performance section.
- Minor Changes were made under goals, however; the committee feels this section needs further review.
- Add Technology, Facilities and Safety & Security Request(s) sections.
- Add a note to Budget Request section (*do not include staffing increases in the budget*).

- V. Announcements**
- VI. Future Agenda Items**

**Adjournment:**  
**Meeting adjourned at 12:03pm.**