

**Strategic Planning Committee
Minutes**

1:30 PM – 2:30 PM • Wednesday, August 28, 2019 • L405

Present:

Primavera Arvizu, Michael Carley, Joe Cascio, Kendra Haney, Catherine Hodges and Esmeralda Rodriguez

Absent:

Andrea Anaya, Anja Goebel

I. Call to Order

Mr. Carley called the meeting to order at 1:32pm.

II. Approval of Agenda

Motion made to approve the August 28, 2019 agenda.

M/S/C: Kendra Haney/Primavera Arvizu

III. Approval of Minutes

Motion made to approve minutes from April 3rd, April 10th, April 17th and April 24, 2019.

M/S/C: Primavera Arvizu/Kendra Haney

IV. Discussion Items

A. SP Calendar

The committee reviewed the Strategic Planning Calendar for task to be completed for August. Mr. Carley will send out another reminder to those who program reviews are due. Fine & Applied Arts was rescheduled for September 11th and we are still waiting on the program reviews for Dual Enrollment and Child Care Center.

B. Program Review Schedule

Several changes and updates have been made to the Program Review Schedule.

- 1) All 2018-19 program reviews were moved forward three year to 2021-22 and moved to the bottom of the list.
- 2) Health & physical Education was changed to Kinesiology, CalWorks was added to EOP&S/CARE and Equity and SSSP was changed to Student Equity and Achievement (SEA).
- 3) Job, Entrepreneur, and Career (JEC) Center and Foster Youth was added under Student Services
- 4) Distance Ed and Dual Enrollment was added under Instruction
- 5) Athletics was moved to Instruction

The committee approves of the changes and the Program Review Schedule will go to CC for approval.

C. Goal Crosswalk

Table

D. Program Review Handbook

Over the summer Mr. Carley created a Program Review Handbook to assist departments and programs in updating program reviews. The committee began to review this handbook and reviewed to page 9, stopping at Student Learning/Service Area Outcome.

Only a few wording and sentence structure changes were made; overall the handbook was well thought out and written.

The committee will finish their review of the handbook at the next meeting on September 4th.

- V. Announcements
- VI. Future Agenda Items
 - A. PR Process Handbook

Adjournment:
Meeting adjourned at 2:28pm.

DRAFT