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**Strategic Planning Committee**

**Minutes**

**1:00 PM – 2:00 PM** • **August 31st, 2023** • **L-405**

**Present:** Michael Carley, Denise Jackson, Melissa Long, Mallory Brown, Jodie Logan, Manuela Haberkorn

1. **Call to Order**

Michael Carley called the meeting to order at 1:05 pm

1. **Approval of Agenda**

**M/S/C-**Jodie Logan/Prima Arvizu

1. **Minutes Approval**

**M/S/C –**Michael Carley/Mallory Brown

1. **Discussion Items**

The Strategic Planning Committee reviewed the Strategic Planning Committee Charge, Program Review, IPAA Document, and Strategic Plan; the following was discussed.

1. **Strategic Planning Committee Charge**

Roll in Accreditation- monitor institute standards and goals

Oversee the planning process for the college.

1. **Program Review: Everyone on a 3-year cycle**

The committee went over the Program Review Assessment Rubric- on the Porterville College Website IR page

Ask for a minor update in the College Council Meeting.

Program review due in February

2023-2024 Reviews

Instructional Divisions: CTE, Language Arts, Social Sciences

Office of Student Services:

* Program Review Process Form

(The programs are then posted on the website under program review. )

1. **IPAA Document -Integrated**

The committee mostly went through this form last year.

The document describes all the planning processes at the college. Later a group of College Council reviews it.

Title IX Committee and the Staff Development Committee is supposed to come back, still in the talks.

Distance Education Plan did get updated in 2023, Guided Pathways.

Staff Development is out of date.

1. **Strategic Plan**

Plans due for revision:

Strategic Plan, Enrollment Management Plan, Facilities Plan, Staff Development Plan, Program Review-Budget Review. IT Plan.

The Strategic Plan is on a 3-year cycle. There are talks about extending it to a 5-year revision, but ultimately, that is the district's decision.

Planning Surveys: Climate Survey Results are still not out yet.

Student Climate Survey has not yet been implemented, but it is a goal. (Students should probably receive this survey every year.) The committee discussed that maybe one should be created then shared with the committee before it is sent out. This is not just the committee’s decision but also depends on the District and possibly even the State if they mandate one. There is also a plan to do a Student version. Committee would like to advocate for this to be at a 3-year revision as well. This is also up to the District, but there is also a chance that the state might mandate one as well.

Student Satisfaction Survey: The last one was done in 2018. Trying to reinstate but with input from Student Surveys.

The CCSSE year needs to be updated.

The committee agreed the program meets the requirements and will forward it to the College Council in the Fall.

Updated changes discussed

**V. Future Agenda Items:** - Strategic Plan Revision

**Adjournment:**

**The meeting adjourned at 2:04 pm**