

**Strategic Planning Committee  
Minutes**

10:30AM – 11:30AM • Tuesday, September 25, 2018 • L405

**Present:**

Primavera Arvizu, Michael Carley, Kendra Haney, Catherine Hodges, Esmeralda Rodriguez and James Thompson

**Absent:**

Andrea Anaya and Anja Goebel

**I. Call to Order**

Mr. Carley called the meeting to order at 10:37am.

**II. Approval of Agenda**

Motion made to approve the September 25, 2018 agenda.

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

**III. Approval of Minutes**

Motion made to approve the minutes from September 18, 2018.

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

**IV. Discussion Items**

**A. Strategic Plan Marketing Update**

VP Arvizu and Alex Schultz are working on content while Dolores will see if she can order the paper.

**B. Integrated Planning, Assessment, and Action (IPAA) Document**

Due to operating error the recommended changes were not saved. The committee made the following changes during the meeting:

1. Made a few formatting, grammatical and sentence structure changes.
2. Change “constituency groups” to “constituent groups” throughout document
3. Update the paragraph for Facilities Master Plan on page 6

The following changes need to still be made:

1. Update the flow chart on page 7

Once changes are made, the IPAA document will be sent out to committee for final review before going to CC on October 1<sup>st</sup> for approval.

**C. SP Goals and Objectives**

Tabled

**D. Program Review Rubric**

The committee started revising the Program Review Rubric and the following changes were made:

1. Under the column “program review section” changed “Analysis of Current Performance” to “Program Analysis and Trends”; then added the following bullets: changes in program, data review, program strengths, and areas of improvement.
2. Removed “Program Strengths and Areas of Improvement” row.
3. Added “Resource Request” row with the following bullets: technology, facilities, and safety and security.

During the next meeting the committee will revise/reformat the columns under institutional expectations.

**V. Announcements**

- With only two meetings left there still has not been a faculty or classified representative from PC assigned to the District Strategic Planning Committee. The current members on the District Strategic Planning Committee are: John Means, Bob Kgo, Tonya Davis, Liz Rozell, Isabel Melendez, Stephanie Vega, Laura Vasquez, Ana Carlson, Lisa Couch, Primavera Arvizu, Debbie Martin and Ann Madrihorse

**VI. Future Agenda Items**

**Adjournment:**  
**Meeting adjourned at 11:24am.**

DRAFT