**Present:**

Michael Carley, Jodie Logan, Anja Goebel, Catherine Hodges, Joe Cascio, Kendra Haney, Primavera Arvizu, Esmeralda Rodriguez

**Absent:**

Melissa Long

1. **Call to Order**

Mr. Carley called the meeting to order at 2:05 pm.

1. **Approval of Agenda**

Motion made to approve the April 22, 2021 agenda.

**M/S/C:** Primavera Arvizu/Anja Goebel

1. **Approval of Minutes**

Motion made to approve minutes from April 15, 2021.

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

1. **Discussion Items**
2. **Strategic Planning form and processes**

The committee recommended the following:

* Program Mission Statement – Put in outline form, as examples people can look at Professor Simpkins’ SLOs
* Program Analysis and Trends – No changes
* Goals – Linking budget to the mission. Previous goal reporting, a section for people to say what they did
* New Goals – Keep similar to what we have
* Staffing – Explain full-time, part-time staff
* Budget, Technology, Facilities, Safety & Security requests – Will work on a draft this summer
* Include Program Review training at Retreat – Process half hour, data half hour
* Strategic Plan – Goals and objectives, data team looking at equity gap
* Student Success Metrics – average number of units/associate’s degrees, what kind of goal for academic year 21-22

**V. Announcements**

**VI. Future Agenda Items**

**Adjournment:**

**Meeting adjourned at 3:01 pm.**