

LOS MEDANOS
COLLEGE

Planning Committee

AGENDA

March 5, 2015 2:00 – 4:00 pm
Core Conference Room – CO-420

Committee Chair: Kiran Kamath

Recorder: BethAnn Robertson

Committee Members: Catherine Fonseca, Ruth Goodin, Paula Gunder, Bob Kratochvil, George Mills, Leetha Robertson, Cecil Nasworthy, Gail Newman, Ryan Pedersen and Tara Dale Sanders (alternate)

CURRENT ITEMS						
<i>Item #</i>	<i>Topic/Activity</i>	<i>Desired Outcome</i>	<i>Information Discussion Action</i>	<i>Lead</i>	<i>Time (mins)</i>	<i>Follow up</i>
1.	Welcome			Kamath		
2.	Public Comment	Listen to our college community	I	Kamath	5	
3.	Agenda Minutes from February 5 , 2015	Review and approval Review and approval	A A	Kamath	5	
<u>OLD BUSINESS</u>						
4.	Committee organization <i>(Handout- 8 Keys to Improving Task Forces and Committees in High Education – emailed after last meeting)</i>	Determine how best to organize ourselves and operate in order to accomplish committee charges efficiently and expeditiously	I, D	Kamath, Gunder	10	
5.	Program Review Participation Survey <i>(Handout – form emailed after last meeting)</i>	Review and finalize survey instrument	D, A	Pedersen, Mills	10	
6.	Strategic and Operational Plans; Integrated Planning (Read Chaffey Model of Integrated Planning – emailed after last meeting) (Review diagrams on pages 5 and 11)	Discuss an integrated planning model to operationalize the LMC strategic plan.	I, D	Kamath, Gunder, Goodin	50	
<u>NEW BUSINESS</u>						
7.	Program Review Submission Tool (PRST) Survey Results and other Feedback (Handout: Survey Results linked here.)	Modifications to be made for August 2015 roll-out of the PRST	I, D, A	Kamath	15	

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8.	SENSE and/or CCSSE Survey	Determine when next survey should be conducted	I, D	Kamath	5	
9.	Program Review Validation Process	Discuss how it fits with integrated planning and expand membership of work team	I, D	Kamath	10	
10.	Announcements			All	5	
11.	Building Future Agendas: <ul style="list-style-type: none"> • Codifying a sustainable Program/Unit Review Validation or Review Process • Discuss strategies to implement Integrated Planning • Regular Cycles for Surveys and Reviewing the College Mission • Developing familiarity with Standard I • Discuss Administrative Unit Outcomes 	Gather Committee comments and suggestions re these and additional agenda items	I, D	All	5	
12.	Adjournment					
	Spring 2015 meeting dates: April 9, May 7					