LOS MEDANOS COLLEGE

Planning Committee
AGENDA
September 5, 2024   2:00 – 4:00 pm
President's Conference Room SS-409 (Pittsburg) & BRT-125 (Brentwood)
Via Zoom (for non-committee members)

Committee Chair: Ryan Pedersen

Recorder: BethAnn Stone

Committee Members: Christina Goff, Tanisha Maxwell, Bill Bankhead, Nicole Trager, BethAnn Stone, Abigail Thinn
Guest(s): Louie Giambattista, Adrianna Simone

CURRENT ITEMS

Item #	Topic/Activity	Desired Outcome	Information Discussion Action	Lead	Time (mins)	Follow up
1.	Welcome and Public Comment	Listen to our college community	I	Pedersen	2	
2.	AB2449 Teleconference Waiver Request	➤ Review and approve any AB2449 waiver forms submitted in advance of meeting.	I, D, A	Pedersen/ Stone	2	
3.	Agenda and Minutes from May 2, 2024	➤ Review and approval of agenda and minutes	I, D, A	Stone	3	
4.	District Updates	➤ Review and discuss updates provided by District Research	I, D	Pedersen	5	
5.	2024-25 Committee Charges & Membership • Committee Operations • Membership Updates • Project Teams/Draft Agenda for Year • 2024-25 Committee Proposed Charges	➤ Review overall committee structure and participation responsibilities ➤ Review and discuss membership vacancies and plan to work to identify replacements. ➤ Review, discuss and approve 2024-25 project teams/agenda ➤ Review, discuss and approve 2024-25 committee charges including a new charge	I, D, A	Pedersen	25	
Reports Outs on Work/Projects						
6.	Institutional Effectiveness & Goal Setting 2024-25 Assignments • Membership on Project Teams • Updates & Next Steps	➤ Review committee membership in relation to project team assignments ➤ Review project update template ➤ Review project team lead responsibilities ➤ Discuss next steps for project	I, D, A	Bankhead	10	

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7.	Use of Survey Data • Membership on Project Teams • Updates & Next Steps	➤Review committee membership in relation to project team assignments ➤Review project update template ➤Review project team lead responsibilities ➤Discuss next steps for project	I, D, A	Goff	10	
8.	Program Review • Membership on Project Teams • Updates & Next Steps	➤Review committee membership in relation to project team assignments ➤Review project update template ➤Review project team lead responsibilities ➤Discuss next steps for project	I, D, A	Trager	10	
9.	Template for Future Planning & Goal Setting • Membership on Project Teams • Updates & Next Steps	➤Review committee membership in relation to project team assignments ➤Review project update template ➤Review project team lead responsibilities ➤Discuss next steps for project	I, D, A	Pedersen	10	
Institutional Effectiveness						
10.	SENSE • Fall 2024 Survey Administration • Timeline	➤ Review outline of survey administration process (i.e. communication, survey administrators, etc.) ➤ Review and discuss timeline for completion of survey administration ➤ Discuss campus-wide survey dissemination and action	I, D	Pedersen/Stone	15	
Accreditation						
11.	ACCJC 2024 Standards Training • Identify Accreditation Experts • September 9th Training	➤Identify 2-3 accreditation experts from committee	I, D, A	Pedersen	20	
Future/Continued Topic(s)						
	• Sept– • Oct – • Nov – • Dec –					

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Campus Communication/Constituency Reports						
	a. Academic Senate b. Classified Senate c. SGC d. TLC	Actions and Notable Items to Report from Planning Committee to Constituency; or from Constituency to Planning Committee				
12.	Adjournment					
Fall 2024 Meeting Dates: September 5th, October 3rd, November 7th, December 5th						

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