



Planning Committee Meeting
March 2, 2020, 3:00 – 5:00 PM
R518

MINUTES

Members Present: Susan Boeckmann, Pam Mery (chair), Wendy L. Miller, David Yee

Alternates Present Judy Seto, Alina Varona

Members Absent: Loren Bell, Carolyn Escalante, E. Simon Hanson, Craig Kleinman, Jeevan Rijal

Alternates Absent: Vanessa Miller

Guests Present: Cherisa Yarkin (resource), Darryl Dieter

No.	Item	Discussion/Outcome	Follow up
1.	Approval of Minutes	<ul style="list-style-type: none"> • December 4th minutes were briefly reviewed. Approval deferred to a future meeting, allowing time for those not present to review. 	
2.	Update on action items from last meeting	<ul style="list-style-type: none"> • The next Planning Committee Update to PGC will highlight the role of EMP implementation and the importance of improving communication. • Various committees continue to meeting with potential implications for planning including the Budget Committee (PGC) and Program Review Committee (Academic Senate). • Fall 2019 Annual Plans have been submitted and approved for consideration. 	
3.	Future GELO Directions	<ul style="list-style-type: none"> • This agenda item was deferred as Craig Kleinman was unable to join the meeting. 	
4.	ACCJC Annual Report	<ul style="list-style-type: none"> • Stretch Goals and Institution-Set Standards were reviewed vis-à-vis most recent data. No changes suggested at this time. • The committee expressed a desire to view more disaggregated data. • Concerns were notes about the likely decrease in transfer numbers due to declining enrollments. Robust discussion occurred regarding the sustainability of increased numbers of students earning degrees and state-approved, credit certificates. 	
5.	EMP Implementation	<ul style="list-style-type: none"> • Discussion centered on looking at ways to highlight communication. • Some preliminary work by the Professional Development Committee (PDC) was shared. Initial ideas PDC is considering for improved communication were pulled from Flex surveys. The committee is reviewing Listening Session input as well. Ideas include: <ul style="list-style-type: none"> ○ New employee orientation (employees feel “lost”) ○ Advance (early) communication <i>about PD opportunities</i> ○ Communicate updates/what’s new, e.g., Vision Resource Center (VRC) 	

		<ul style="list-style-type: none"> ○ More open communication/transparency (central location for information) ○ No cancellations at the last minute ○ Follow up on CRN info for Flex Reporting / VRC advance sign-up <p>Members of the Planning Committee suggests these additions for consideration by PDC:</p> <ul style="list-style-type: none"> ● Engage people with considerations for Timeliness/Effectiveness/Respectfulness/Tone ● Documentation updated and centrally available (with appropriate caveats about completeness when warranted) ● Include contact person(s) and follow up through Participatory Governance 	
6.	Future Agenda Items	<ul style="list-style-type: none"> ● Accreditation Standards 	

Future meetings: 4/6, 5/4