

Team B (Planning Resource Committee)
December 3, 2010
12:30 pm AD 121
Meeting Notes

Present: Mike Scott (chair), Ed Karpp, Jeanette Stirdivant, Monette Tiernan, John Queen, Andra Verstraete, Brenda Jones, Pat Zayas, Alice Mecom, Mike Dulay, Alfred Ramirez, Mary Mirch (guest), Jill Lewis (guest)

The meeting was called to order by Mike Scott at approximately 12:35 pm.

Mission Statement

The committee reviewed the vision, mission, and values statements and discussed whether it should recommend any changes to Team A.

- MSC (John Queen/Brenda Jones) to recommend no changes to the vision, mission, or values statements

Annual Goals for 2011-2012

Team A assigned Team B the responsibility of developing a process for deciding on Annual Goals to be recommended to Campus Exec annually. Team B discussed the information that should be used to develop Annual Goals. Systematic information is not available from program review and planning for this year's Annual Goals process, but it will be available for next year.

The committee discussed how projects that are not identified in college plans are sometimes prioritized and funded over projects that are identified in college plans. The committee felt that Teams A and B should monitor such actions to keep track of the integrity of the planning process.

Mary Mirch mentioned that the college should include, in its response to accreditation recommendation 1, the fact that the membership of Team B, which includes the accreditation coordinator, planning coordinator, program review coordinator, controller, institutional researcher, and SLO coordinator) helps integrate planning, program review, and resource allocation through dialogue.

The committee discussed the idea of making Team A (the Master Planning Committee) a governance committee.

- MSC (John Queen/Mike Dulay) to recommend to the Governance Review Committee that Team A (the Master Planning Committee) become a governance committee reporting to Campus Executive and maintaining the current membership as outlined in the Planning Handbook

The committee discussed a process for developing Annual Goals to be used starting in Fall 2011, because the relevant data are not available in Fall 2010. The Annual Goals for the 2011-2012 budget year will be developed by Team B in 2010-2011 and recommended to Team A and Campus

Exec, but the process will not be the same in 2010-2011 as in 2011-2012 because enough data are not available.

- MSC (John Queen/Mike Dulay) that Team B will
 - a. take information from annual reports of program review, plan review, budgeting, and IPCC assessments and use this information as data to decide on what Annual Goals to recommend to Team A, and
 - b. monitor the integrity of the planning process on an annual basis

Next Meetings

Team B decided to meet next on Tuesday, January 11, 2011 from 1:00 to 2:30. Beginning in Spring 2011, regular meetings will be on the fourth Friday of each month from 1:00 to 2:30. The first Spring meeting will be February 25, 2011.

Adjournment

The meeting was adjourned at approximately 2:05 pm.