**Integrated Planning Taskforce**

First Meeting September 27th at 12 pm

Attendees: Sandra Fuentes, Eileen Apperson and Linda Cooley – absent Donna Berry

Charge as listed from the college council, taskforce decided to begin by putting the actual handbook aside and to focus on the following:

What are the current processes?

Narrow our focus to one general area.

Find connections and gaps between processes and the general areas.

Our focus will be Program Review for several reasons but mainly due to the PAC deciding that Strategic Plan 3.2 “Improve courses and programs through the analysis of multiple measures for basic skills courses, transfer level courses, career technical education and distance education. would be one of the three drivers and a point of focus for the year.

After deciding on a focal point, the Program Review the committee began to discuss the areas that are covered in the Program Review.

Items addressed are:

Program Goals

Budget

Curriculum

Staffing

Facilities

Technology

Data

SLO’s Assessments and Timelines

Strategic Plan

Educational Master Plan

Mission

Internal goals

Specifically Program Review results in program goals our next concern is what happens to those goals, where do they go?

We narrowed the list above to sections of the Program Review that should then “GO” somewhere.

Curriculum

Staffing

Facilities

Technology

Data Assessment (SLO’s)

Budget

Internal goals

How do the goals in these areas connect to the next level process?

What can it look like?

Next we brainstormed the processes in a flow chart.

**See attached chart**

Several gaps were listed

If Program Review is a 5 year cycle those are the overarching goals for the program, an action plan in specific areas needs to be created. Annual reports would then track the action plans.

Who reviews the annual Program Review reports?

Program Review committee does a tech review ONLY of annual reports with a review to college council???

To continue this process we need to bring in the area experts for our next session.

Invite to the next meeting the following people:

Pam Gilmore

Donna Berry

Stephanie Curry

Melanie Highfill

Michelle Johnson

Dave Borofka

Gary Sakaguchi

Jan Dekker

John Fitzer

Michael White