



Planning & Program Review Committee

5/11/2009

3:00 – 5:00

Members:

*Present

Charlie Ng (co-chair)*

Catherine Pace-Pequeño (co-chair)*

Cheryl Marshall*

Alex Contreras

Kathy Crow*

Cidhinnia Torres Campos*

Ralph Rabago*

Gary Williams*

Gloria Harrison (ex-oficio)

Michelle Riggs

Ted Phillips (ex-oficio)

----- Minutes -----

Reviewed Campus Memo created by Cheryl Marshall. Feedback was given to Cheryl Marshall who will make changes and send out via email for additional feedback.

The committee reviewed the feedback documents from the subcommittee headed by Charlie Ng. The format this subcommittee used was discussed and the committee decided to write all annual planning feedback documents with an adapted format based.

Discussed timeline for summer and schedule for units to receive and turn in Annual Plans and Program Review. The revised schedule is below.

Planning and Program Review schedule of deadlines

July 1-August 15

- Administrative Services
 - Custodial & Maintenance
 - Grounds
 - CBO
 - Facilities Use
 - Cafeteria
 - Bookstore
- Marketing/Outreach
- Emergency Training Center

- Research & Planning
- Resource Development

August 15-October 1

- Career Technical Education Units
- Dean, Joe Cabrales' Units

October 1-November 15

- Dean, Ted Phillips' Units
- Dean, all other Instructional Units
- Dean, Kirsten Colvey's Units
- Health & Wellness Center

Next Meeting:

- 5/18/2009 -3:00-5:00- Review and update Annual Planning document

NEXT MEETING WILL IN LADM 217, 5/18/2009 FROM 3:00 – 5:00