

EDUCATIONAL MASTER PLAN COMMITTEE

Minutes

November 10, 2009

Present: Daniel Bahner, Denise Hoyt, Matthew Lee, Cheryl Marshall, Charlie Ng, Michelle Riggs, Scott Rippy, Moises Valencia, Sherri Wilson

1. Minutes
The Minutes of the October 13th, October 27th, and November 3rd, 2009 meetings were approved with corrections.
2. Cheryl Marshall reported that she presented the *Strategic Directions* document at the All Instruction meeting and did not receive any feedback.
3. Strategic Directions and Goals Brainstorm Sessions

Matthew distributed a draft of the form to be used during the sessions explaining the intent of the form is to record brainstorming.

The committee discussed the form and made suggestions for revision. Matthew will make the revisions and then get the forms to Cheryl Marshall in time for the Management Team meeting on Friday.

Sessions with the constituent groups were scheduled as follows:

Management Team: Friday, November 13, 8:00 a.m.
Facilitators: Cheryl Marshall, Charlie Ng, Rebecca Warren-Marlatt

Student Senate: Monday, November 16, 3:00 p.m.
Facilitators: Moises Valencia, Matthew Lee, Sherri Wilson

Academic Senate: Wednesday, November 18, 3:00 p.m.
Facilitators: Scott Rippy, Daniel Bahner, Denise Hoyt, Sherri Wilson

Classified Senate: Thursday, November 19, 3:00 p.m. (tentative)
Facilitators: Michelle Riggs, Cheryl Marshall, Daniel Bahner

Cheryl Marshall will inform managers at their meeting on Friday to encourage classified employees to attend the Classified Senate Brainstorm Session.

Brainstorming Process: Facilitators will give an introduction on the background and process; give an explanation of strategic directions and goals; then ask participants to break up into groups. It should be explained to the constituent groups that they will have another opportunity to look at the information once it is in a more complete form.

After the meetings, hard copies should be sent to Cheryl Marshall. Cheryl will forward packets to Matthew and he will transcribe the information.

4. Reference Materials

Matthew noted the following reference documents he distributed to committee members that will be used for the committee's upcoming work on objectives: Strategic Directions and the ACCJC Standards, Introduction to the Accreditation Standards, and Planning Agendas from CHC Self-Study 2008.

The committee broke into groups to begin developing objectives for Goals 6.1, 7.2, and 8.1, and discussed briefly their preliminary results.