



**Central Oregon Community College
College Affairs Committee: Action Item**

Subject	Proposed Revisions to <ul style="list-style-type: none">• College Planning Team (CPT) Charter and Membership• Theme Team(s)
Strategic Plan Theme(s) and Objectives:	This work directly addresses the development, implementation and assessment of the strategic plan, including all five themes.
Prepared By	College Planning Team Co-Chairs, Betsy Julian and Matt McCoy

Background:

The original College Planning Team (CPT) and Theme Team (TT) Charters and Memberships were accepted by the College Affairs Committee on June 6, 2014 and approved by the President. The CPT and TT Charters and Membership underwent further review and improvement fall 2015 with College Affairs accepting the changes on November 5, 2015 followed by Presidential approval.

Proposed Changes:

There are two proposed changes:

1. College Planning Team Charter and Membership - Updates

In order to foster an environment of continual improvement, complementary planning and assessment efforts are required. To meet this challenge, and respond to President Metcalf's 2016-17 Priority #5: *Utilize the College Planning Team (CPT) to align the Strategic Plan with overall planning and assessment*, the CPT proposes adding "assessment" to the committee name and charge making it the College Planning and Assessment Team (CPAT). CPAT membership will remain the same with the removal of the Coordinator/Facilitator role from the designated support.

Document outlining the proposed changes attached.

2. Theme Team(s) – Removed as Official College Committees

For 2015-16, the CPT membership expanded to be more representative of the five theme teams and the theme teams remained. For 2016-17, in an effort towards efficiency, CPT proposes retaining a Theme Team representative on CPAT and converting the Theme Teams to a stable of experts available for focused consideration of issues, as required. The Theme Teams would no longer meet as official college committees.

G-6-9.4 COLLEGE PLANNING AND ASSESSMENT TEAM (DRAFT Revisions 8/16/16)

Charge:

The College Planning and Assessment Team (CPAT) facilitates a comprehensive and cohesive approach to planning and assessment furthering the College's implementation and evaluation of the 2013-18 Strategic Plan. In pursuit of this purpose the CPAT's scope of work includes the following:

- Guide the Theme Teams College to ensure alignment with the Strategic Plan to achieve College mission fulfillment.
- Evaluate the 2013-18 Strategic Plan.
- Facilitate communications on College planning and assessment to internal and external audiences.
- Support and document College planning and assessment activities, including maintaining a master planning and assessment calendar.

Membership

Membership is drawn from across the institution and includes employees with the knowledge, responsibility and authority to meet the responsibilities of the Charter, with the number of members determined by the President and serving at the discretion of the President. Faculty members shall be nominated by the Faculty Forum to the President for consideration. Classified staff members shall be nominated by the COCC Classified Staff Association to the President for consideration. The CPAT will report to the President. The term of Committee Members will be two years, with initial membership terms staggered between one and two years to ensure a continuation of experienced members on the Committee. The Committee will meet once a month.

Members: College Planning Team

Representative	Area Represented
Co-Chair	Administration or Instruction
Co-Chair	Administration/ Instruction
	Faculty
	Faculty
	Faculty
	Faculty
	Classified Staff
	Classified Staff
	Classified Staff
	Administration
	Administration
	Administration
	Student
SUPPORT	
	Coordinator/Facilitator
	Administrative Support
	Institutional Effectiveness Support