


College Planning & Assessment Team Meeting – NOTES

				<p>2018-19 CPAT Goals: 1. Assessment 2. Communication</p>			
Date:	November 16, 2018		Chair:	Matt McCoy			
Time:	10am-12pm		Notes:	Jennifer Peters			
Place:	BEC Board Room						
Attendees:	Matt McCoy	Yes	Ken Ruetters	Yes	Guests:		
	Betsy Julian	Yes	Eric Magidson	No	Julie Hood Gonsalves	No	
	Paula Simone	Yes	Seana Barry	Yes	David Dona	No	
	David Engel	No	Jared Forell	Yes			
	Erika Carman	Yes	Yasuko Jackson	Yes			
	JJ Shew	Yes	Brynn Pierce	No			
	Samantha Loza	Yes	Support:				
			Jennifer Peters	Yes			
Agenda Item		Discussion			Decision/Action	DRP Designated Responsible Person(s)	
Welcome/ Housekeeping <ul style="list-style-type: none"> 10.19.18 CPAT Meeting Notes 		<ul style="list-style-type: none"> Matt called the meeting to order at 10am No changes to the 10.19.18 CPAT meeting notes 				Matt/All	
CPAT 2018-19 Committee Report Out		<p>Updates were provided on the CPAT Goals and Small Group Subcommittees: <u>Goal #1 – Assessment</u></p> <ul style="list-style-type: none"> Currently in the information gathering phase Watching webinars to help identify mission fulfillment Have done some mapping Looking at creating unified system of assessment Betsy provided an update on NWCCU which is the accrediting body that oversees the accreditation process at COCC Reminder that we still have the same Core Themes that we previously had <p><u>Goal #2 – Communication</u></p> <ul style="list-style-type: none"> Group met on 11/1 Worked on: <ul style="list-style-type: none"> Determining the goal of the group Determining the audiences – important to determine the audience and what to communicate 				All	

	<ul style="list-style-type: none"> ○ Developing the message <p><u>SP Promotions Committee</u></p> <ul style="list-style-type: none"> • Will be meeting Monday • Jarrod has met with Aimee Metcalf and discussed design work <ul style="list-style-type: none"> ○ Need for promotional materials for this year and also long range • Work on a plan where promotional materials fit with communications • Will bring something to the next CPAT meeting <p><u>Planning & Assessment Webpages Committee</u></p> <ul style="list-style-type: none"> • Erika distributed a document for the College Planning & Assessment webpages that outlined pending items for the CPAT Committee webpage and also the CPA webpages SEE: CPAT Webpage Committee Update 		
<p>Strategic Plan (SP) Implementation Update</p> <ul style="list-style-type: none"> • Goal Lead/Goal Work Group Recent Activity • Status of Prioritized Initiatives • SP Implementation Calendar + CPAT responsibilities • Important Dates: <ul style="list-style-type: none"> ○ 11/15: Communicate Prioritized Initiatives via web to College 	<p><u>Prioritized Initiatives</u></p> <ul style="list-style-type: none"> • List of Prioritized Initiatives was previously presented to P/PAT • The GLs modified the list to highlight the five 1st year focus initiatives with the other initiatives to be a future focus however all 13 initiatives remain critically important • CPAT suggested removing the GWG ranking column when posting the document • Matt will work with Erika and Brynn to post the 2018-19 Strategic Plan Focus initiatives <p><u>SP Implementation Calendar</u></p> <ul style="list-style-type: none"> • CPAT members should familiarize themselves with the calendar to see where their role may be • As questions develop regarding CPAT’s role in activities they will be brought to CPAT 		All
<p>Other Items</p> <ul style="list-style-type: none"> • Next meeting: Fri, December 14, 9am-11am, BEC Board Room 			