

**CENTRAL OREGON COMMUNITY COLLEGE**  
**College Planning and Assessment Team (CPAT) Meeting NOTES**

<b>Date:</b>	February 14, 2017		<b>Co-Chairs:</b>	Matt McCoy/Betsy Julian		
<b>Time:</b>	10:00am-12:00pm		<b>Notes:</b>	Jennifer Peters		
<b>Place:</b>	BEC Board Room					
<b>Attendees:</b>	Matt McCoy	Yes	Christin Sands	No	<b>Guests:</b>	
	Betsy Julian	Yes	Paula Simone	No	Julie Hood-Gonsalves	Yes
	<i>Faculty - TBD</i>		Kathy Smith	Yes		
	Patty Hammer	Yes	Vickery Viles	No		
	Denise Hatch	Yes	Marisa Guidi (ASCOCC)	No	MEETING PACKET:	
	Glenda Lantis	Yes	<b>Support:</b>		1.27.17 CPAT Meeting Notes	
	Samantha Loza	Yes	Brynn Pierce	Yes		
	Ron Paradis	Yes	Jennifer Peters	Yes		
<b>Agenda Item</b>		<b>Discussion</b>			<b>Decision/Action</b>	<b>DRP Designated Responsible Person(s)</b>
<b>Call to Order (5 minutes)</b> <ul style="list-style-type: none"> <li>Welcome</li> <li>1.27.17 CPAT Meeting Notes</li> </ul>		<ul style="list-style-type: none"> <li>Meeting called to order at 10:10am</li> <li>No changes to the 1.27.17 CPAT meeting Notes</li> </ul>				Matt/ Betsy
<b>Goal #1 Subcommittee Activity/Update (30 minutes)</b> <ul style="list-style-type: none"> <li>Goal #1 – Promote the College completing the strategic planning/assessment cycle by moving the College to “Analyzing Results” and “Using Results to Implement Changes”</li> </ul>		<u>Report Out:</u> <ul style="list-style-type: none"> <li>Group is charged with wrapping up the first Strategic Plan 2013-18 (SP1.0)</li> <li>Last month shared the “Quantitative Close the Loop” document – received feedback from CPAT</li> <li>Group is now working to see if outcomes are measurable</li> <li>Committee is trying to narrow the list down to no more than two new outcomes per objective</li> </ul> <u>Next Steps:</u> <ul style="list-style-type: none"> <li>Subcommittee will finalize the document and timeline</li> <li>Measure one complete cycle by end of next year when SP2.0 begins</li> </ul>				Betsy/ All
<b>Update from 2016-17 Goal #2 Subcommittee (10 minutes)</b> <ul style="list-style-type: none"> <li>Goal #2 – Design the format and full scope of the next Strategic Plan</li> </ul>		<u>Report Out:</u> <ul style="list-style-type: none"> <li>Posting on Commlines asking for feedback on other Strategic Plans – did not receive any responses</li> </ul>				Brynn/ All

	<ul style="list-style-type: none"> <li>• Will be sending an article regarding the design and implementation of a successful Strategic Plan to CPAT and ask that they read and assess where they think COCC falls on some of the items</li> <li>• Provide an update to the Board at the June meeting outlining the next Strategic Plan 2018-23</li> </ul>		
<p><b>Update from 2016-17 Goal #3 Subcommittee (10 minutes)</b></p> <ul style="list-style-type: none"> <li>• Goal #3 – Review the established Communication Plan                     <ul style="list-style-type: none"> <li>✓ Update on 1/31 meeting with President Metcalf</li> <li>✓ Decide information for Commlines post</li> </ul> </li> </ul>	<p><u>Report Out:</u></p> <ul style="list-style-type: none"> <li>• Proposed updates to the CPAT web page were shared and asked for comments/feedback                     <ul style="list-style-type: none"> <li>✓ Include more icons, pictures and links to help make it more interactive</li> </ul> </li> <li>• Update was provided on the 1/31 CPAT Work Team meeting with President Metcalf                     <ul style="list-style-type: none"> <li>✓ Both the Master Planning &amp; Assessment Calendar and CPAT Communication Calendars were shared with the President</li> <li>✓ Presented summary document of the 2016-17 CPAT goals and tasks associated with each goal</li> <li>✓ President was very receptive and very supportive of the work that CPAT is doing and responsive to the idea of meeting with CPAT members on a regular basis</li> <li>✓ Recognizes the relationship between Strategic Planning and Accreditation</li> </ul> </li> <li>• Information to post to Commlines                     <ul style="list-style-type: none"> <li>✓ CPAT met – Group #1 is working on finalizing their outcomes document and Group #2 is still asking for feedback on other Strategic Plans</li> </ul> </li> </ul>		Matt/ All
<p><b>CPT Meetings through June 2017 (5 minutes)</b></p> <ul style="list-style-type: none"> <li>• Friday, 3/10, 10:00am-12:00pm, BEC Board Room</li> <li>• Friday, 4/7, 9:00-11:00am, BEC Board Room</li> <li>• Friday, 5/12, 10:00am-12:00pm, BEC Board Room</li> <li>• Friday, 6/2, 9:00-11:00am, BEC Board Room</li> </ul>			All
<p><b>Other</b></p>			