

CENTRAL OREGON COMMUNITY COLLEGE
College Planning Team Meeting Notes

Date:	January 29, 2016	Co-Chairs:	Matt McCoy/Jenni Newby			
Time:	2:00-4:00pm	Facilitator:	Brynn Pierce			
Place:	BEC Board Room	Notes:	Jennifer Peters			
Attendees:	Matt McCoy	No	Christin Sands	No	Guests:	
	Jenni Newby	Yes	Paula Simone	Yes		
	Lew Cousineau	Yes	Kathy Smith	Yes		
	Patty Hammer	Yes	Vickery Viles	Yes		
	Denise Hatch	No	Lee Heckman (Student Rep)	No		
	Glenda Lantis	Yes	Support:			
	Samantha Loza	Yes	Brynn Pierce	Yes		
	Ron Paradis	No	Chris Egertson	Yes		
			Jennifer Peters	Yes		
Agenda Item		Discussion			Decision/Action	DRP Designated Responsible Person(s)
Call to Order (5 minutes) <ul style="list-style-type: none"> Welcome 01.29.16 CPT Meeting Notes see: <i>insert hyperlink</i> 		Meeting was called to order at 2:00pm. There were no changes to the 1.29.16 CPT meeting notes.				Jenni Newby
Review/Debrief of 1.19.16 TT Co-Chair Meeting (15 minutes) <ul style="list-style-type: none"> Observations and Take-Aways 		Comments were shared from the 1.19.16 Theme Team Co-Chair meeting: <ul style="list-style-type: none"> Updated the Co-Chairs on the work that CPT has been doing Shared expectations for the remainder of the year from the Theme Teams <ul style="list-style-type: none"> ✓ Focus on Goal #2 – set indicators for objectives Provided update on suggested language changes from the Board on Strategic Planning themes and objectives Provided a tutorial on the structure of the Planning folder on the N:drive Provided an update on activities/goals from the CPT summer retreat 				Jenni Newby

<p>CPT Goals and Subcommittee (60 minutes)</p> <ul style="list-style-type: none"> • Discussion of Current Activities • Each subcommittee will have 20 minutes 	<p>Each subcommittee provided an update on their current work.</p> <p><u>Goal #1 – Communication</u></p> <ul style="list-style-type: none"> • Shared proposed changes to the CPT web page <ul style="list-style-type: none"> ✓ Adding tabs to sidebar to include current meeting agendas and notes as well as archived meeting agendas and notes from the prior academic year ✓ Adding a tab for templates for meeting notes and agendas ✓ Adding a “contact us” link that will route the viewer to an email address <p><u>Goal #2 – Evaluate 2013-18 Strategic Plan</u></p> <ul style="list-style-type: none"> • Committee members shared the web page Strategic Plan Indicator Status Report, which is used for measuring the indicators for the Strategic Plan objectives (see: COCC 2013-18 SP Indicator Status Report) <p><u>Goal #3 – Broaden College Engagement</u></p> <ul style="list-style-type: none"> • Committee members are currently focusing on updating the Planning web page • Will continue work on expanding the glossary 		<p>Brynn</p>
<p>Larger Vision Questions (30 minutes)</p> <ul style="list-style-type: none"> • Accountability for Institutional Assessment • Continued Integration of Planning and Assessment • Alignment of Accreditation Planning with CPT Work 	<p>The committee had a discussion on CPT’s role in moving forward with regards to assessment and accreditation. Asking for guidance from the President, following are comments/questions that came of the discussion.</p> <p><u>Assessment:</u></p> <ul style="list-style-type: none"> • Should CPT coordinate and/or monitor assessment activity as it is for planning • Should CPT assist the College in understanding the different roles: <ul style="list-style-type: none"> ✓ “doing” the work which requires leadership, action, responsibility in a given department or area “coordinating or monitoring” the work also requiring leadership, action and responsibility 		<p>Jenni/Brynn</p>

	<p><u>Accreditation:</u></p> <ul style="list-style-type: none"> • Should a thorough debrief of the Mid-Cycle Accreditation findings and the development of an institutional “response” or “action plan” take place • How does the College develop a shared understanding of the differences and commonalities between mission fulfillment for strategic planning purposes and mission fulfillment for accreditation purposes 		
<p>Communicating CPT Activities (10 minutes)</p>		<p>Discussion how to communicate CPT activities:</p> <ul style="list-style-type: none"> • Brynn will initially provide content for the CPT co-chairs to post on Commlines • Possibly include in the President’s Monthly Report • CPT member’s responsibility to report activities out to their constituencies/counter-parts <p>Discussion what to communicate about CPT activities:</p> <ul style="list-style-type: none"> • Rally around opportunities when there are new, engaging accessible items • Create exciting subject line for Commlines • Current “live” 2013-18 SP indicator page • Subcommittees working on 2015-16 CPT goals 	<p>All</p>

Future Meeting Schedule for Winter 2016 Term <ul style="list-style-type: none">• CPT: February 12, 2016 10:30am-12:30pm, BEC Board Room <i>(2nd Friday/month, 10:30am-12:30pm)</i>			All
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