I. Welcome
Dr. Eaton welcomed everyone.

II. Overview
Nancy Morgan reviewed the agenda, purpose, and outcomes of the meeting. She also introduced the members of Planning Council for 2014-15.

III. Participant Poll
Dustin Weeks conducted a live, interactive, media-based poll with the attendees. Participants used their cell phone or other texting/e-mail enabled device to respond to the poll questions. Results were instantaneous.

IV. Purpose and Focus
Dustin Weeks discussed the purpose and charge of Planning Council as well as the structure of the council and committees, including outcomes, mission, vision and values, strategic priorities, and the institutional effectiveness framework. He reviewed the membership and the roles and responsibilities of the volunteers for Planning Council and the committees.

V. Committee Purpose and Charge
The following committee co-chairs briefly discussed their purpose and charge, and recognized their members.

a. Academic Success Committee – Karla Moore / Amy Ringue

b. Administrative Unit Review Committee – Laurie White / Cassandra Wilmore

c. Instructional Program Review Committee – LaKisha Holmes / Ken Matthews
d. Operational Effectiveness Committee – Anindya Paul / Doug Peterson

e. Strategic Planning Committee – Mary Bruno / Shana Deyo

f. Student Success Committee – Bruce Cook

g. Teaching and Learning Committee – Kim Grippa / Evan Rivers

VI. Planning Council Documents
Nancy Morgan reviewed endorsements and proposals from the previous year, the updated proposal form, a new decision making matrix, the heads-up memo, meeting calendar, and the agenda for the next meeting.

VII. Evaluation Poll
Dustin Weeks conducted an evaluation poll at the end of the meeting using the same media polling software used at the beginning of the meeting.

VIII. Conclusion and Adjournment
Nancy and Dustin thanked the volunteers of Planning Council and the committees. The meeting adjourned at 2:34 p.m. Co-chairs and committee members were allowed time to meet in the room if they chose to do so.
What the Planning Council did well: (31)

Snacks (5)
Presentations
Open floor discussions
Submission of meeting agendas, minutes, and other material
Strategic Plan assessment
New Strategic Plan
Meetings were very well conducted. They were timely and concise.
Well organized
Clear expectations
Very organized – makes it easy to follow throughout the year
Open discussions
Group activities
Group input
Incredibly well organized
Clear expectations for each meeting
Agenda
Location
Attendance
Very effective and well organized meetings
When we did the group reviews, a sheet was created that allowed us to quickly review the various initiatives to make the process go faster
Looked at strategic plan and measures
Great co-chairs – Nancy and Dustin are great leaders
Great use of time/length/content of meetings
Well planned meetings
Really like agenda/minutes
Good set-up so we can see each other
Keeping everyone informed both in the meetings and through e-mails

What Planning Council can do better: (11)
There needs to be more representation from CEA at the meetings. I hear all too often that we’re not truly a part of things; our voice/opinion doesn’t count. I don’t agree, but that’s been conveyed.

I support the idea of further analyzing student and staff data to incorporate into our committees and proposals

AUR forms

Better assessment measures

Survey report results: too long, too dry

2 hour blocks are challenging

Is it possible to make it easier for those on regional campuses to participate?

Length of meeting

Share what Planning Council is doing with the larger college community

Make all meetings Adobe Connect

More participation

Future suggestions for Planning Council: (11)

Have Committee meetings at least 2 weeks before Planning Council meetings to get info in to be sent a week before with agenda

Send summaries of items to be discussed as a group (work groups) ahead of meeting to allow more time to prepare for discussion

I agree with holding the orientation during Fall Planning so that we can bring our proposals earlier

Fruit as well as candy and cookies

Evaluations should be based on actual/externally produced data

Add more room for critiques to improve upon what we do

Share brief overview of Planning Council’s purpose and desired outcomes with new employees

Give individual assignments to assist committee members

Enable more control/care for budgets tied to proposals. Perhaps establish a Planning Council controlled pot

Today’s chair arrangement (u-shape) is great

Virtual Meeting and allowing people to join in virtually

Hold more interactive opportunities in order to meet/greet new people