**Minutes of the Strategic Planning Committee**

**Friday, November 17, 2023**

**2:30 p.m. – 4:00 p.m.
Cougar Room**

**Present:** Xiaohong Li, Amar Abbott, Leslie Minor, Tina Mendoza, Rafael Andrade, Sharyn Eveland,

**Absent:** Todd Hampton, Damon Bell, Vicki Jacobi, and Paul Blake and Student Representative

G**uest:** Jaime Lopez

**Approve the Minutes from October 20, 2023 -** Minutes were tabled. Not approved at this time due to the lack of committee members present from last meeting.

**Educational Master Plan – Update**

Collaborative Brain Trust has been selected to be the consultant to assist in the development of the new Educational Master Plan. The contract will go to the Board in December for approval. Work will begin in January. There will be a slight modification to the timeline. A preliminary meeting will take place on December 4th between Brock McMurray, Xiaohong Li, and representatives from CBT. Leslie Minor would like to attend the preliminary meeting if she will be available at the time.

Educational Master Plan Development

Establish Task Force or Steering Committee

* A steering committee to work directly with the consultant will consist of:
	+ Superintendent/President
	+ Vice Presidents (At least 3)
	+ Management representative (At least 2)
	+ Classified representatives (At least 3)
	+ Student (At least 1)
	+ Community Representative (At least 1)
* Collaborative Brain Trust (CBT) will facilitate the meetings with constituent groups/focus groups across campus.
* Dr. Minor has expressed an interest in her office assisting with the scheduling of all meetings.
* Recommendations to the Governance Council and Academic Senate will be made in December or January.

**Comprehensive Program Review**Xiaohong would like to see more non-instructional programs complete the Comprehensive Program Review this cycle.

**Next Meeting: TBD**

**Respectfully submitted by Brandy Young**