



**Planning Committee Meeting**  
**May 4, 2020, 3:00 – 5:00 PM**  
**Via Zoom**  
**MINUTES**

**Members Present:** Loren Bell, Susan Boeckmann, E. Simon Hanson, Craig Kleinman, Pam Mery (chair), Wendy L. Miller, Jeevan Rijal, David Yee; **Alternates Present:** Vanessa Miller, Judy Seto

**Members Absent:** Carolyn Escalante; **Alternates Absent:** Alina Varona

**Guests Present:** Heba Elsakkar, Michelle Simotas, Cherisa Yarkin (resource)

No.	Item	Discussion/Outcome	Follow up
1.	Check-in / Zoom adjustments	<ul style="list-style-type: none"> <li>This meeting was moved to Zoom due to Shelter-in-Place. We began to make use of additional Zoom tools such as the waiting room, polls, and virtual hand signals.</li> </ul>	
2.	Approval of Minutes	<ul style="list-style-type: none"> <li><a href="#">March 2<sup>nd</sup> minutes</a> were reviewed and approved with abstentions from those not present in March.</li> <li><a href="#">April 6<sup>th</sup> minutes</a> were reviewed and approved with abstentions from those not present in April.</li> </ul>	
3.	Update on action items from last meeting	<ul style="list-style-type: none"> <li>Institution-Set Standards and Stretch Goals have been submitted via in the <a href="#">ACCJC Annual Report</a>. Per input from the Planning Committee in March, no standards or goals were adjusted at this time. That decision is also in keeping with timing for the Mid-Term Report which requires more reflection prior to any additional changes.</li> <li>Institution-Set Standards and Stretch Goals are also reflected in the <a href="#">Mid-Term Report</a> due to ACCJC in Fall 2020, and which is being reviewed by Academic Senate, Classified Senate, and PGC. See Standard I.B.3.</li> <li>When the Planning Committee reconvenes for 2020-2021, we will look at Stretch Goals for degrees and certificates in more detail to discuss the possibility of recommending adjustments (increase/decrease) informed by current data.</li> <li>During Spring 2020, priorities pulled from Program Review and Annual Planning were reviewed by the Facilities Committee (<a href="#">Facilities Priorities</a>) and Academic Senate Committees (<a href="#">Fan5 Summary of Resource Request Priorities</a>). Faculty positions continue to go through the companion FPAC process and Classified positions go through Vacancy Review.</li> </ul> <p>The Committee discussed the challenge in balancing requests submitted before pandemic with immediate needs. We want to uphold the process (not upend it!) but also recognize reality. Need to track “ad hoc” decisions.</p>	

4.	Draft Professional Development Plan 2020-2023	<ul style="list-style-type: none"> <li>• <a href="#">Draft Professional Development Plan 2020-2023</a> Presented by members of the College's Professional Development Committee (PDC)</li> <li>• IBEST seems pretty granular – is this list exhaustive?</li> <li>• Faculty MOU and Classified contracts both include professional development.</li> <li>• Explore options to coordinate with other colleges.</li> </ul>	
5.	General Education Learning Outcomes (GELO)	<p>The Committee received and discussed Area B, with questions about day/evening and drops.</p> <ul style="list-style-type: none"> <li>• <a href="#">GELO assessment of CCSF Area B: Written Communication, including CSU A2 and IGETC 1A</a></li> <li>• <a href="#">Resolution on strengthening connections between GELO assessment and curriculum</a></li> </ul>	
6.	Future Items	<ul style="list-style-type: none"> <li>• The Committee decided to end about ten minutes early and defer the discussion of 2020-2021 priorities to August/September. It was noted that two hours seems long on Zoom.</li> </ul>	

*Future meetings: First Mondays 2020-2021.*