



Budget Development Committee Meeting Minutes

April 23, 2018

LRC 733

2:00 p.m. – 5:00 p.m.

Present: Lisa Couch, Heather Ostash, Corey Marvin, Frank Timpone, Debbie Gregory, Matt Crow, Katie Bachman, Matt Jones, Crystal Leffler, Sawyer Chrisman student for Susanna Ramirez

Absent: Kristie Nichols

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
1. Opening of Meeting	Lisa Couch	2:00p.m.
2. Review Agenda	Lisa Couch	Agenda approved.
3. Review of Action Items and Meeting Minutes from 4/18/18	Lisa Couch/Committee	<p><i>Review of Action items:</i></p> <p>Action items 4/4/18</p> <p>1. Lisa will revise the Rubric with the agreed changes. On Agenda for April 30.</p> <p>2. Corey will confirm Honors contracts and stipends. Due to number of contracts by semester and new Honors courses, Corey recommends there be no adjustment to the budget request.</p> <p>Action items 4/18/18</p> <p>1. Lisa will confirm if faculty leaving mid-year is included in the budget. Lisa confirmed faculty leaving has been included in the budget for half of the year.</p> <p>2. Lisa will bring list of travel requests to identify funding sources. See 6.</p> <p>3. Corey will follow-up on Faulk Family or Sunset as possible funding sources for LAC support.</p> <p>4. Lisa will request addition information on PE/Health equipment maintenance. See 4e.</p> <p>5. Heather will check with Tiffany to see if work-study funds can be reduced. Heather confirmed Tiffany would like to retain budget as is since Federal Work Study is going down next year.</p> <p>6. Heather will talk to John McHenry about Booster support for 18/19.</p> <p>7. Heather will confirm all of athletics uniform and equipment needs with John McHenry. See 4e.</p>
4. Updates a) 2018-19 Revenue/Expense Update b) 2018-19 Budget Committee Recommended Adjustments c) 2018-19 Recommendations for other Funding Sources d) Other Adjustments e) Responses to Information Requests	Lisa Couch	<p>a) Lisa provided the 18/19 GU001 estimates as of 4/23/18.</p> <p>b) Lisa provided a summary of the recommended budget adjustments from 4/18/18.</p> <p>c) Lisa provided a summary of items that the committee has recommended for other Funding Sources.</p> <p>d) No other adjustments were discussed.</p> <p>e) Responses to information was discussed by the committee:</p> <ul style="list-style-type: none"> • Lisa followed-up with Kim Kelly on the PE/Health budget request for equipment maintenance. Kim stated the increase is for equipment inspections and maintenance. <p>Action: Corey will have Stephanie follow-up on the amount of maintenance contracts for PE equipment.</p> <ul style="list-style-type: none"> • Heather reviewed the uniform cycles and equipment needs for our athletic teams. She provided annual consumable costs for each sport. Due to introducing new sports in 16/17, many uniforms

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
		<p>were purchased putting us on a replacement cycle where many sports are due for replacement at the same time. We may need to address to stager uniforms. There will be some need for replacements or new uniforms as players are added. The quality of the uniforms should also be considered.</p> <p>Baseball – No adjustment. Under budget but can use Club account. 18/19 not recommending uniforms. Uniforms purchased in 14/15. Currently 30 players can be up to 40.</p> <p>Basketball – No adjustment. Uniforms purchased in 16/17, 18 player.</p> <p>Softball – No adjustment. Uniforms purchased in 16/17. Currently only uniforms for 12 players. Will need 4 -5 more if successful recruitment. The \$2,000 for Safe play fence is one-time expense.</p> <p>Soccer – Reduce supplies to \$3,500. Uniforms purchased in 16/17, 22 players. Scoreboard for \$4,000 supported by committee.</p> <p>Volleyball – No adjustment. Uniforms need to get on replacement cycle after inventory. Suggest 3-year replacement plan.</p>
5. Budget Request Review	Lisa Couch/Committee	<p>The committee reviewed the Additional Resource Request and discussed the following:</p> <ul style="list-style-type: none"> • \$1,300 for Printer/finisher for CT. We identified at our last meeting funding a copier. • \$36,355 previously reduced from \$42,355 – Color copier for Student Services needed for pathways and transfer document printing for students. They are easier to read and understand. Big projects would go to print shop. • \$18,000 – Remove rolling gate for Bishop LRC. • \$25,000 – Tri King Reel Mower. The committee would like to know mower life and reel costs. • \$6,000 – Blades for mower. <p><i>Action: Lisa will ask John Daly about mower life and reel costs.</i></p> <ul style="list-style-type: none"> • \$4,000 – Previously discussed funding classroom lecterns. • \$50,000 – Replace blinds at Mammoth. The committee would like to know of any issues they address and where needed. <p><i>Action: Lisa will clarify the requests for blinds at Mammoth with Deanna Campbell.</i></p> <ul style="list-style-type: none"> • \$200,000 – M&O replace standing seams for Occupational Lab & Art/skylight windows. The committee recommends looking for other funding sources due to size of project. • \$3,000 – EK General advertising. The committee discussed the marketing requests for EK. Heather stated depending on the nature and content funding may be available through SSSP or Promise Grant. <p><i>Action: Lisa will clarify if advertising for EK will fit into categorical funding.</i></p> <ul style="list-style-type: none"> • \$5,000 – ESCC Postcard – Funding from SSSP or Promise. Must include core services or “Promise”.
6. Travel	Lisa Couch/Committee	<p>Lisa provided a travel worksheet for the committee to review. Lisa suggested instead of trying to gather information on travel we move forward this year and next fiscal year we provide guidance as to what we are looking for. We should reach out to the admin assistants and managers to maximize other funding sources for travel for 18-19.</p>

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
7. Identify Additional Information Needs	Committee	No additional items identified.
8. Future Agenda Items a. Streamline Resource Request Process (discussion on 3/7/18) b. Rubric c. Reallocation of district-wide reserve based on proposal to cap district-wide reserve level	Lisa Couch	Finalize Budget for May 8 th . Identify date and time for fall/spring meetings.
9. Review of Action Items	Lisa Couch	<p><i>Action items 4/18/18</i></p> <ol style="list-style-type: none"> <i>1. Corey will follow-up on Faulk Family or Sunset as possible funding sources for LAC support.</i> <i>2. Heather will talk to John McHenry about Booster support for 18/19.</i> <p><i>Action items 4/23/18</i></p> <ol style="list-style-type: none"> <i>1. Corey will have Stephanie follow-up on the amount of maintenance contracts for PE equipment.</i> <i>2. Lisa will ask John Daly about mower life and reel costs.</i> <i>3. Lisa will clarify the requests for blinds at Mammoth with Deanna Campbell.</i> <i>4. Lisa will clarify if advertising for EK will fit into categorical funding.</i>
10. Future Meeting Dates/Times April 30 2:00 – 5:00pm	Lisa Couch	April 30 from 2:00pm – 5:00pm in EW 207.
11. Adjourned		5:00 p.m.

Title Lisa Couch, VP of Finance & Administrative Services

Recorder Crystal Leffler



Budget Development Committee Meeting Minutes

April 18, 2018

EW 207

2:30 p.m. – 5:00 p.m.

Present: Lisa Couch, Heather Ostash, Corey Marvin, Frank Timpone, Debbie Gregory, Matt Crow, Katie Bachman, Crystal Leffler

Absent: Matt Jones, Kristie Nichols, Susanna Ramirez

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
1. Opening of Meeting	Lisa Couch	2:30p.m.
2. Review Agenda	Lisa Couch	Agenda approved. <i>Numbering off on agenda.</i>
3. Review of Action Items and Meeting Minutes from 4/4/18	Lisa Couch	<p><i>Review of Action Items.</i></p> <p><i>Action pending 3/14/17: Corey and Heather to look at options for absorbing increasing costs related to prison instruction. There will be a group discussion in the future regarding costs related to prison instruction.</i> The Academic Senate is recommending a committee on inmate education and this will hopefully address a broad range of topics, including cost.</p> <p><i>Action pending 3/21/18:</i></p> <ol style="list-style-type: none"> <i>1. Lisa will follow-up with Matt Wanta on his budget requests. See 5d.</i> <i>2. Lisa will review lease options for copiers.</i> Lisa provided purchase vs lease options for the large and small copiers. The large copier is \$33,000 to purchase or we can lease for \$510/month for 5 years with 10% buyout, making the lease option approximately \$3 - \$4000 more than the purchase price of \$33,000. Maintenance agreements are not included with purchase or lease. Small copiers can be purchased for approximately \$6,300 and lease price is approximately \$1,700 more. The committee agreed to purchase a new large copier for IWV and new small machines for CT/CK. This decision was due to the age of our existing machine and the unknown effects of the new funding formula. <i>3. Heather will confirm if Student Development funds can be used for Bishop Student lounge. See 5d.</i> <i>4. Heather will check with IT to see if a repurposed iPad is available. See 5d</i> <i>5. Heather will confirm travel with Jennifer; categorical funding may cover some travel. See 5d.</i> <i>6. Heather will talk to Christine about using Promise grant funds for Senior Day. See 5d.</i> <i>7. Heather will confirm if Student Development funds can cover some of the furniture at CT. See 5d.</i> <i>8. Heather will confirm if categorical funding can be used for copiers. Heather reported categorical funding can only be used to purchase technology for student use.</i> <p><i>Action items 4/4/18</i></p> <ol style="list-style-type: none"> <i>1. Lisa will revise the Rubric with the agreed changes.</i>

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
		<p>2. Lisa will follow-up with Heather to see if Guided Pathways funding can support graduation. See 5d.</p> <p>3. Lisa will confirm with Heather if Equity funding can be used to support non-instruction stipend for Inmate Ed orientation. Heather reported Equity could pay 30%.</p> <p>4. Corey will follow-up on travel request for Distance Ed. See 5d.</p> <p>5. Corey will confirm Honors contracts and stipends.</p>
4.		
<p>5. Updates</p> <p>a) 2018-19 Revenue/Expense Update</p> <p>b) 2018-19 Budget Committee Recommended Adjustments</p> <p>c) Other Adjustments</p> <p>d) Responses to Information Requests</p>	<p>Lisa Couch/Committee</p>	<p>a) Lisa provided the 18/19 GU001 estimates as of 4/14/18. The estimates reflect a slight increase in permanent labor for benefits not covered by other funding source. The resource analysis request and adjusted budget requests were adjusted to reflect all changes. The adjunct overload including benefits was increased to add inmate Ed stipend. There was an increase of approximately 1.7 million to our reserve. The 16/17 final carryover reallocation of reserve included one time BFAP redistribution, and allocated growth for 15/16 an 16/17. Breakage was reduce and we have one faculty leaving early mid-year.</p> <p>Action: Lisa will confirm if faculty leaving mid-year is included in the budget.</p> <p>b) Lisa provided a summary of the recommended budget adjustments that took place since 4/4/18. This includes the increase to 410V10 for inmate education stipend per negotiated agreement.</p> <p>c) Lisa reported an adjustment to 430UT1- Utilities increase natural gas 5520 to \$15,000. This was previously reduced thought to be due to main building construction but meter was not working. The Athletics budget worksheets were adjusted to include coaching compensation and benefit changes of approximately \$6,600. There were no other funding changes.</p> <p>d) Responses to information were discussed by the committee:</p> <ul style="list-style-type: none"> • 418SKI —\$2,000 for 2019 Graduation ceremony for CT/CS. <i>Lisa Stephens would like food, decorations, cap, gown, stage, fake plants to make festive for 2 locations CS/CT.</i> Heather reported Guided Pathways cannot fund. Reduce to \$500 on GU001. <ul style="list-style-type: none"> - \$2,500 for EK Senior Day. Heather confirmed Promise Grant funding, remove request. <ul style="list-style-type: none"> - \$17,750 – Furniture, Seating for student lounge approx. \$3,000. Heather confirmed Student Development funding for student lounge seating for Tehachapi. • \$4,000 for sink plumbing, Bishop Student Lounge in Additional Resource Requests. Heather reported no additional Student Development funding would be provided. They have already provided funding for a microwave and small refrigerator. Decision made not to support. • \$450 – Athletics iPad in Additional Resource Request. Heather confirmed iPad can be removed. Mike Campbell has one he can repurpose. • 400PRO – 5220, \$15,000 – Heather reported there is categorical funding that may be available to cover part of the Presidents travel, reduce by \$2,000.

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
		<p>The committee discussed the difficulty in trying to identify travel that may fit into a special funding category.</p> <p>Action: Lisa will bring list of travel budget requests to identify funding sources.</p> <ul style="list-style-type: none"> • 411AH1 – 2495, Professional Expert for EMT. Lisa confirmed with faculty chair and Dean these costs are related to a mandated student to faculty ratio. They have been unable to find qualified individuals to fill positions. <ul style="list-style-type: none"> - 4313, \$1,200 CPR cards. No other funding available, GU001 expense. - 4313, \$300, program expansion, move to Strong Workforce funding. -5220, \$7,000 - \$1,500 supported by GU001. Lisa confirmed with faculty chair and Dean all travel, including request in 5220DT, for LVN/CAN, can be funded by either VETA or Strong Workforce. • 41CDL1 – 5220, \$4,500 – Corey confirmed travel with Rebecca. Reduce to \$2,000.
6. Budget Request Review	Lisa Couch/Committee	<p>The committee reviewed the following budget requests:</p> <ul style="list-style-type: none"> • 41ELC1 – 1340, \$9,420 – CB/CM – LAC Tutors. Corey would like to maintain the \$7,438.65 supported by GU001 and look at Sunset or Faulk Family funds for 18/19. <p>Action: Corey will follow-up on Faulk Family or Sunset as possible funding sources for LAC support.</p> <ul style="list-style-type: none"> • 41ELI1 – 5220, \$4,000 – Travel not supported in Section and Division plan. Refer to Dean of Instruction with conference plan and funding. <ul style="list-style-type: none"> - 6310. \$14,000 – Library books. Funded from Instructional Equipment. • 41EPH1 – Need information on maintenance and repairs given past spending. <p>Action: Lisa will request addition information on PE/Health equipment maintenance.</p> <ul style="list-style-type: none"> • 41ESC1 – Science, 4310 – Move one-time replacement items to Instructional Equipment funding. • 41ESS1 – No changes. • 41EVP1 – No changes. • 420VS0 – 5220, \$5,500 – Reduce travel to \$2,500. • 424AR1 – No changes. • 424FA1 – 5220, \$4,000 – Reduce travel to \$2,000. Guided Pathways or Promise Grant can fund some travel. <ul style="list-style-type: none"> - 2392, \$10,000 – Work-study. <p>Action: Heather will check with Tiffany to see if work-study funds can be reduced.</p> <ul style="list-style-type: none"> • 424VA1 – No changes. • 42BSA1 – No changes. • 42FCG1 – No changes. • 42FTC1 – No changes. • 42GAT0 - \$8,000 for Club car or Gator was not included in supported requests at Division level. Carts will be available to repurpose after we move into main building. <p>A question was raised regarding the donations made on behalf of Athletics in previous years. Lisa indicated she was told that we would not be receiving support in 18-19.</p>

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP
		<p>Action: Heather will talk to John McHenry about Booster support for 18/19.</p> <ul style="list-style-type: none"> • 42GAM1 – Discussion pending. <p>Action: Heather will confirm all of athletics uniform and equipment needs with John McHenry.</p> <ul style="list-style-type: none"> • 430BS0 – 5220 CT/CS- Reduce by \$25 each site. • 430PS1 – Increase \$34,000 to add new copy machine per our discussion. <ul style="list-style-type: none"> - 4314, Paper, Increase by \$1,000. • 430RE1 – No changes. • 430UT1 – 5520- CI, Increase request to \$30,000 per discussion. <ul style="list-style-type: none"> - 5540 – CI, Increase due to annual sewer fees. - 5540 - CB, Vendor price increase on bottled water. • 437MOD – No changes. • 437MOB – No changes. • 437MOC – No changes. • 437MOM – No changes. • 437MOV – No changes. • 43HMOS - No changes.
7. Identify Additional Information Needs	Committee	No additional items identified.
8. Future Agenda Items a. Streamline Resource Request Process (discussion on 3/7/18)	Lisa Couch/Committee	No additional items identified.
9. Review of Action Items	Lisa Couch	<p>Action items 4/4/18</p> <ol style="list-style-type: none"> 1. Lisa will revise the Rubric with the agreed changes. 2. Corey will confirm Honors contracts and stipends. <p>Action items 4/18/18</p> <ol style="list-style-type: none"> 1. Lisa will confirm if faculty leaving mid-year is included in the budget. 2. Lisa will bring list of travel requests to identify funding sources. 3. Corey will follow-up on Faulk Family or Sunset as possible funding sources for LAC support. 4. Lisa will request addition information on PE/Health equipment maintenance. 5. Heather will check with Tiffany to see if work-study funds can be reduced. 6. Heather will talk to John McHenry about Booster support for 18/19. 7. Heather will confirm all of athletics uniform and equipment needs with John McHenry.
10. Future Meeting Dates/Times April 23 2:00pm – 5:00pm Week of April 30	Lisa Couch	<p>April 23 from 2:00pm – 5:00pm in LRC 733. April 30 from 2:00pm – 5:00pm in EW 207.</p>
11. Adjourned		5:00 p.m.

Title Lisa Couch, VP of Finance & Administrative Services

Recorder Crystal Leffler



Institutional Effectiveness Committee

Agenda

April 16, 2018

EW 207

2:00 – 4:00

Start Time:

Adjournment:

Topic	Facilitator	Action	Materials
1. Call to order	Corey Marvin		
Approval of Minutes & Action Items From: 03/12/2018 Action items: <i>1) Need to broaden the leadership on our campus who is familiar with our data and how the institution in performing in various ways. Possible annual data training for anyone who sits on a leadership committee for the institution. I.E. Program Review, SLO, College Council.</i> <i>2) IR needs a list of courses that makes sense to group together. Ryan to meet with Ryan and Chad to obtain list.</i>	Corey Marvin	Discussion	X
2. Approval of Agenda	Corey Marvin	Discussion	X
3. Complete Data- Committee Crosswalk chart	Corey Marvin	Discussion	
4. Review Quality Focus Essay	Corey Marvin	Discussion	
5. Self-Evaluation 2018	Corey Marvin	Discussion	
6. Adjourn	Corey Marvin		

Meeting Chair: Corey Marvin

Recorder: Stephanie Brantley



Institutional Effectiveness Committee
 March 12, 2018
 EW207
 2:00 p.m. – 4:00 p.m.

Present: Corey Marvin, Chad Houck, Ryan Khamkongsay, Ron Head, John Nixon, Stephanie Brantley, Suzie Ama, Vivian Baker, Heather Ostash

Absent: Jill Board, Benjamin Beshwate, Lisa Couch, Jan Moline

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C				
1. Call to order	Corey Marvin	2:18 p.m.		X				
2. Approval of Minutes & Action Items From:	Corey Marvin	From: 02/12/2018 Action items: <i>No Action Items</i> Approval – Approved, no changes		X				
3. Approval of Agenda	Corey Marvin	Approved.		X				
4. Achieving the Dream Coaches	Corey Marvin	<p>Guided Pathways: Planning, Implementation, Evaluation</p> <p>Planning:</p> <p>Essential Conditions: Large-scale transformation requires strong leadership, a commitment to using data and other key conditions, such as technology infrastructure, professional development and favorable policy. Keys to success- prepare, mobilized and adequately resourced to support the college’s pathways effort.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 50%; padding: 5px;"> <ul style="list-style-type: none"> Engaging stakeholders and make the case for change. </td> <td style="width: 50%; padding: 5px;"> <ul style="list-style-type: none"> Developing flowcharts of how students choose, enter and complete programs. </td> </tr> <tr> <td style="width: 50%; padding: 5px;"> <ul style="list-style-type: none"> Establishing a baseline for key performance indicators </td> <td style="width: 50%; padding: 5px;"> <ul style="list-style-type: none"> Develop an implementation plan with roles and deadlines </td> </tr> </tbody> </table>	<ul style="list-style-type: none"> Engaging stakeholders and make the case for change. 	<ul style="list-style-type: none"> Developing flowcharts of how students choose, enter and complete programs. 	<ul style="list-style-type: none"> Establishing a baseline for key performance indicators 	<ul style="list-style-type: none"> Develop an implementation plan with roles and deadlines 		X
<ul style="list-style-type: none"> Engaging stakeholders and make the case for change. 	<ul style="list-style-type: none"> Developing flowcharts of how students choose, enter and complete programs. 							
<ul style="list-style-type: none"> Establishing a baseline for key performance indicators 	<ul style="list-style-type: none"> Develop an implementation plan with roles and deadlines 							

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
		<p>Planning/Preparation: Understanding where you are and prepare for change.</p> <p>Sustainability: Commit to the pathways for the long term and make sure they are implemented for all students.</p> <p>Implementation:</p> <p>Clarify the paths: (Approach to program review?) Map all programs to the transfer and the career. Include features that clarify paths, such as detailed outcomes, course sequences and the progress milestones.</p> <p>Help the Students Get on a Path: Requires support to help students get the best start, including first-year experiences and integrated academic support.</p> <p>Help Student Stay on Their Path: Keep students on track with supports such as intrusive advising and systems for tracking progress.</p> <p>Ensure Students are Learning: (SLO- assessment and improvement) Use Practices that assess and enrich student learning, including program specific learning outcomes and applied learning experiences.</p> <p>Evaluation:</p> <p>Revisit conditions, sustainability and implementation. Continuously improve pathways by building on elements that work and adjusting or discarding elements that are not serving students well.</p> <p>Early Outcomes:</p> <p>Measure key performance indicators including: number of college credits earned in the first term/first year, completion of gateway math and English courses in the student's first year.</p>		
5. Annual College-wide Data Review Plan	Corey Marvin	Federal/State/Regional Chancellor's Office Scorecard	X	

Cerro Coso Community College

[Click here to select a different college](#)

CURRENT PROFILE

Math & English/ESL Metrics
Remedial/ESL | Transfer Level Achievement

Completion Metrics
30 Units | Degree/Transfer

CTE Metrics
CTE | Skills Builder

[Click here to view current year report](#)

The student population and course sections offered described in the tables are based on the 2016-17 academic year. Students represented differ from those included for calculation of Scorecard metrics, which are based on first-time students enrolled in 2011-12.

STUDENT INFORMATION (view historical trend)

Students		7,475
Gender		
Female	57.8%	
Male	41.2%	
Unknown	1.0%	
Age		
Less than 20 years old	23.2%	
20 to 24 years old	21.7%	
25 to 39 years old	36.5%	
40 or more years old	18.6%	
Unknown	0.0%	

About the college

Founded in 1973, Cerro Coso Community College is one of three colleges in the Kern Community College District. The college is in the city of Ridgecrest and covers an area of nearly 18,000 square miles of desert, mountain and valley communities in eastern California. Cerro Coso has five instructional sites: Eastern Sierra Center, Bishop, Mammoth, Indian Wells Valley, Kern River Valley and South Kern.

District: Kern Students: 7,475 County: Kern



INSTITUTIONAL INFORMATION

Full Time Equivalent Students	2,979.7
Credit Sections	1,131
Non-Credit Sections	12
Median Credit Section Size	19
Percentage of Full-Time Faculty	67.3%
Percentage of First-Generation Students	36.2%*
Student Counseling Ratio (FALL 2016)	556:1

* Insufficient data
** No data
● Mouse over to display the pie chart

IEPI Target Results- Suspended for the time being
 IPEDS- IEC
 VTEA Reports- [LaunchBoard](#)
 CourseBook – allows you to pull course data course by course

Action Item: Need to broaden the leadership on our campus who is familiar with our data and how the institution in performing in various ways. Possible annual data training for anyone who sits on a leadership committee for the institution. I.E. Program Review, SLO, College Council.

District
 Common Measures- Provided by District, District strategic goals- annually, these will end up in the Thoyote. *Possibly IEC*
 Elements of Student Success- SSSP
 Program Review Data- *By Department, Dean with Vice President*
 High School Yield Report- SSSP, Thoyote
 Transfer Velocity- SSSP, District IR, Thoyote
 Climate Survey- College Council

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
		College Institution-Set Standards – <i>Admin Cabinet, IEC</i> Student Experience Survey- <i>IEC, SSSP, Admin Cabinet</i> Planning Survey- <i>IEC</i> Annual Unit/Section/Division Plans- <i>Professional Development, Deans and VP's</i> Year-End Budget Report- <i>IEC</i> Participatory Governance Survey- <i>IEC</i> Strategic Plan Annual Report- <i>IEC</i> Thoyote Annual Report- <i>IEC</i>		
6. Debrief on Strategic Planning Process	Corey Marvin	Not discussed at this time.		X
7. Adjourn	Corey Marvin	4:01 p.m.		X

Facilitator: Corey Marvin

Recorder: Stephanie Brantley

O Open/**C** Closed