

COLLEGE OF THE SISKIYOU  
**PLANNING COMMITTEE MEETING**  
Wednesday, October 7, 2015  
3:00 – 4:00 – DLC 4/Yreka Campus 5

PC Members

- ✓ Josh Collins
- ✓ Eric Houck
- ✓ JonMichael Patterson
- ✓ Steve Reynolds
- ✓ Bart Scott
- ✓ Todd Scott
- ✓ Patrice Thatcher
- Scotty Thomason
- ✓ Mike Tischler
- Alison Varty (Sabbatical 2015-16)
- Stephanie Wroten
- ✓ Sheila Grimes, Recording Secretary

**MINUTES**

1. **Action – Review Meeting Minutes from 9/16/15 & 9/23/15 (5 Min)**

It was moved and seconded (Tischler/Reynolds) to approve the minutes from the September 16, 2015, and September 23, 2015, meetings. The motion carried with the following vote: 9 ayes, 0 noes, 2 absent.

2. **Discussion – IMP Draft Review (30 Min)**

Eric Houck will be inserting a brief introductory statement into the Institutional Master Plan (IMP) explaining what is planning and why the College plans. He also added a blurb above the diagram that displays the relationships between Institutional Goals and the IMP Strategic Target Areas.

Dr. Scott reworked the IMP; specifically the pages outlining the three Strategic Target Areas by redefining them, streamlining the descriptions, removing the measurable objectives and recommended strategies, and adding action plans. The Committee agreed to incorporate all of Dr. Scott's changes into the IMP and distribute the revised document on Planning Day.

3. **Discussion – Planning Day Agenda (25 Min)**

Dr. Scott and Eric will begin Planning Day by talking about the history of the IMP, how the elements of the IMP were put together, and lastly, explaining what are our next steps.

During the morning session on Planning Day, we are scheduled to break out into three groups to discuss the Strategic Target Areas. Dr. Scott would like each of the groups to review and critique the current action plans and add more if necessary. This information will then be brought back to the Planning Committee to add to the IMP if deemed appropriate.

During the afternoon, Eric explained that the Faculty will be focusing on Program Review. However, since the faculty have already completed their program reviews for this year, the conversation will be directed to how their program reviews for next year can support the IMP.

During the afternoon, the non-instructional groups will meet to work on their non-program reviews using the previously used template incorporating some of the ideas that came out of the morning session in regard to their areas. Thus, using their non-program reviews to feed directly into the IMP.

The meeting was adjourned at 4:08 p.m.