Napa Valley College
PLANNING COMMITTEE
December 1, 2006
MINUTES

PRESENT: Christopher Adams, Stephanie Burns, Michael Dow, Sue Nelson, Mary Shea, Jerry Somerville, Loi Vo-Nguyen, Judie Walter-Burke

ABSENT: Matt Christensen, Oscar DeHaro, Chris McCarthy, Rebecca Scott, Terry Woodward, Robyn Wornall

1.0 Introductions
2.0 Announcements
3.0 Public Comment
4.0 Approval of Minutes
5.0 Adoption of Agenda
6.0 Information/Action
   6.1 Review revisions to the 2005-2011 Strategic Plan

Judie distributed a draft of the Strategic Plan with revisions that the sub-committee (Judie, Loi, and Robyn) are recommending.

The sub-committee revised the plan to include measures that are consistent with the Chancellor’s office new Accountability Reporting for Community Colleges (ARCC) which will be in effect beginning in 2007.

Those objectives that have been accomplished were removed from the plan and several dates were revised.

The consensus of the Planning Committee is to accept the recommendations, but they would like to remove all of the percentages.

The percentages were based on past trends. However, so many factors affect the objectives that the measures are often meaningless and beyond the control of NVC. By removing the percentages, the objectives will still be measurable.

Currently the Planning Committee is meeting on the 1 and 3rd Friday’s of each month from 8:15 – 9:45 a.m. The committee members agreed to keep the same schedule in spring 2007.
6.3 Approve 2007-2008 Planning & Budget Guidelines

Judie distributed a draft of the Planning & Budget Guidelines, which included a revised and updated draft of the 2007-2008 Planning & Budget Development Calendar, the guidelines, and the Mission, Vision, and Values with the recently approved 2007-2008 Planning Priorities.

M/S/C to approve the 2007-2008 Planning & Budget Guidelines as submitted.

6.4 PEP Verification Teams Update

Michael Dow, co-chair of Instruction 2, said that his team will be meeting next week (12/4) and thanked Carolyn Sanchez for setting up the meeting.

Stephanie Burns, co-chair of Instruction 3, reported that her team will be meeting today for their orientation. Loi Nguyen did not report as she had left the meeting to teach class.

Mary Shea, co-chair of Student Services and Administrative Services, stated that her team has met and will be meeting with their first report writer. They have also started work on their second report. She anticipates that they will have three reports completed before the semester break.

6.5 Planning Committee Co-chairs update

A tentative date of February 9, 1:00 – 4:30, has been set for the Planning & Budget joint meeting

7.0 Other Business

None

Adjourned: 10:00 a.m.

Carolyn Sanchez
Recording Secretary