

Planning and Resource Council Planning Calendar
2010-2011

3-Year Cycle Summary

Cycle Component	Summer	Fall	Winter	Spring
Core Mission Work Groups		Present their plans		
Divisions			Present their plans	
Departments/Programs		Complete Program Review	Submit Resource Requests	
Educational and Strategic Master Plan				Updated
Governance Handbook	IP & B Task force meets	Update and Revise as needed		Governance Survey distributed and discussed
Learning Outcomes Assessment Cycle	Institutional Research makes adjustments to process	Course Level – 3 rd week Program Level – 12 th week	Course Level – 3 rd week	Course Level – 3 rd week
Resource Allocation		Review next year's FTEF prioritizations	Collect all other resource requests	Prioritize FTEF for hire the year after coming Fall
Year 1 Additions (09-10)		Revisit Mission and Vision		
Year 2 Additions (10-11)			Re-visit Planning Agendas and Self-Study	Terms expire in PaRC
Year 3 Additions (11-12)	New members appointed to PaRC			

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Fall Quarter, Year 2 of Cycle

October 6 PaRC Meeting	October 20 PaRC Meeting
New Business <ul style="list-style-type: none"> • Welcome Back • Orientation • (Approval of 6/16/10 Minutes) • IP&B Task Force update <ul style="list-style-type: none"> -Modified Integrated Planning & Budget structure. -Show new flow chart -Annual agenda with reports -ESMP Update (Submitted appendices to present to PaRC at the beginning of the year and end of the year) 	New Business
Reports/Discussion <ul style="list-style-type: none"> • OPC budget, FTEF update • Accreditation Update • Program Review Update <ul style="list-style-type: none"> - Describe relationship between Program Learning Outcomes and resource requests. 	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings Professional Development update from Denise Swett • OPC budget, FTEF Additional Requests update • Research update • Presentation of ESMP Appendices plans: <ul style="list-style-type: none"> #1 – Basic Skills Workgroup #2 – Workforce Workgroup
Action Items <ul style="list-style-type: none"> • Substantive Change Report – for approval • Midterm report to ACCJC – for approval • Governance Handbook <ul style="list-style-type: none"> -Amend Planning Structure/Add flow chart -Amend to include how many years a person serves -Confidentials were left out of the book when we removed them from Bargaining units. 	Action Items <ul style="list-style-type: none"> • Governance Handbook <ul style="list-style-type: none"> - Further amendments? • Approve updated version of ESMP (Version 2.0) • Prioritization and approval of 2011-2012 FTEF hires
Note: Student Success Conference in Orange County after this mtg. Note: Emergency FTEF 2011-2012 Requests due to Shirley October 8	

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Fall Quarter, Year 2 of Cycle

November 3 PaRC Meeting	November 17 PaRC Meeting
New Business	New Business
Reports/Discussion	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings • Professional Development/ Non Credit update from Denise Swett • OPC budget update • Learning Outcomes Update • Presentation of Appendices Plans: <ul style="list-style-type: none"> #3 – Transfer Workgroup #4 - Sustainability #5 – Tech Task Force
Action Items	Action Items
Note: STEM Conference in Orlando, Florida	

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Fall Quarter, Year 2 of Cycle

December 1 PaRC Meeting	December 15 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings • Accreditation Update • Presentation of Appendices Plans: <ul style="list-style-type: none"> #6 – Distance Education Plan #7 – Student Equity Plan #8 – Facilities Plan 	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Professional Development update • OPC budget update • Presentation of Appendices Plans: <ul style="list-style-type: none"> #9 – Fiscal/Staffing Plan #10 – DSPS plan
Action Items	Action Items

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Winter Quarter, Year 2 of Cycle

January 5 PaRC Meeting	January 19 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings • Accreditation Update • OPC budget update • Program Review update 	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Professional Development update • OPC budget update Presentations: Non Credit Student Services
Action Items	Action Items

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Winter Quarter, Year 2 of Cycle

February 9 PaRC Meeting	February 23 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Accreditation Update – Self Study First Draft posted online • Learning Outcome Assessment update Presentation of Division Plans, including Resource Requests: BHS Division Plan – 10 minutes BSS Division Plan – 10 minutes FA Division Plan – 10 minutes	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Professional Development update Presentation of Division Plans, including Resource Requests: HP Division Plan – 10 minutes Counseling Division Plan – 10 minutes Learning Resource Center – 10 minutes LA Division Plan – 10 Minutes
Action Items	Action Items
Note: All Resource Requests are due to OPC	

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Winter Quarter, Year 2 of Cycle

March 2 PaRC Meeting	March 16 PaRC Meeting
New Business	New Business
Reports/Discussion	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings • Accreditation update – Update on Self Study Feedback • Professional Development update <i>Presentation of Division Plans, including Resource Requests:</i> PSME Division Plan – 10 Minutes AL Division Plan – 10 Minutes CTIS Division Plan – 10 Minutes
Action Items	Action Items
Note: League Conference in San Diego	

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Spring Quarter, Year 2 of Cycle

April 6 PaRC Meeting	April 20 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Accreditation update - First read of Self Study • OPC presents preliminary Resource Allocation update 	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Professional Development update • Accreditation Self-Study – Second Read, Approval • Learning outcomes and Assessment update • OPC/Resource Allocation update
Action Items	Action Items <ul style="list-style-type: none"> • Updates to ESMP including Core Missions and Appendices Plans

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Spring Quarter, Year 2 of Cycle

May 4 PaRC Meeting	May 18 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Accreditation update – Self-Study Final Draft Approval (If necessary) • Review ARCC Report • OPC/Resource Allocation update 	Reports/Discussion <ul style="list-style-type: none"> • Report out from Core Mission meetings. • Professional Development update • Accreditation update - Self-Study Final Draft Approval (If necessary) • Learning outcomes and Assessment update
Action Items <ul style="list-style-type: none"> • Updates to ESMP including Core Missions and Appendices Plans 	Action Items <ul style="list-style-type: none"> • Final approval of Resource Allocation Recommendations • Final approval of ESMP • Initiate IP&B Survey for Planning & Resource Allocation Assessment

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Spring Quarter, Year 2 of Cycle

June 1 PaRC Meeting	June 15 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Review of PaRC's self assessment, discussion on how to make improvements	Reports/Discussion <ul style="list-style-type: none">• Final Meeting of 2010-2011
Action Items <ul style="list-style-type: none">• Re-convene summer Task Force	Action Items <ul style="list-style-type: none">• End of 2-year term for members