



# DISTRICT-WIDE PLANNING COUNCIL

Friday, September 7, 2012

8:30 – 10:00 a.m.

President’s Conference Room, Saddleback College

## Committee Charge

Coordinate all district-wide planning; oversee district-wide planning, review progress and strategic plans, and update the planning documents as appropriate.

## AGENDA

**1. Review/approve Minutes from February 10, 2012 Meeting and May 30, 2012 Retreat**

**2. Status of Action Items from Previous Meeting**

	<b>Actions:</b>	<b>Assigned to:</b>	<b>Deadline:</b>	<b>Status/Comments:</b>
1.	Schedule one meeting each term (October and February) and a retreat in late May.	Gary Poertner	12/1/11	Completed At the DWPC Retreat agreed to have 2 meetings per semester and the May retreat in 2012-13.
2.	Complete District Services administrative unit reviews.	District Services	3/1/12	Completed Posted on DS SharePoint site.
3.	Distribute satisfaction survey.	Denice Inciong	April 2012	Completed Survey completed in May 2012 and results completed in August 2012.
4.	Conduct Board of Trustees self-evaluation.	Gary Poertner	4/28/12	Completed
5.	Conduct DWPC Retreat.	Denice Inciong	5/30/12	Completed
6.	ATEP and district vision and mission statements work group will reconvene to develop consolidated statement drafts.	Randy Peebles	5/30/12	Completed
7.	Coordinate updates to planning documents.	David Bugay and Denice Inciong	5/30/12	Completed
8.	Forward revised ATEP and district vision and mission statements to board for approval.	Gary Poertner	6/14/12	Completed

9.	Complete accreditation follow-up reports.	SC and IVC	10/15/12	In progress
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**3. Update on the Strategic Plan Annual Report**

- a. Discussion regarding Goal #1 – Top 5 Barriers – development of task forces recommended by the Presidents
- b. Discussion regarding Goal #2 and development of Task Force for Student Success

**4. Update on Strategic Planning Documents**

- a. Planning and Decision Making Manual
- b. Function Map

**5. District-wide Committee Self-Assessment (list of district-wide committees)**

**6. District-wide Climate Survey**

- a. Pilot survey results
- b. Climate survey instrument

**7. Environmental Scan Discussion**

**8. District-wide Integrated Budget and Planning Handbook**

**9. Review Today's Meeting Recommendations/Decisions and Action Items**

**10. Next Meeting:** 8:30 – 10:00 a.m., Friday, November 2, 2012, Room BST 101, Irvine Valley College

**11. Adjourn**