

**Administrative Planning Council**

**November 28, 2011**

**8:30am**

**Agenda**

Presentation of completed Annual Program Plans	Discussion	15 min
Forward position(s)	Action	5 min
Review who falls under APC (below)	Discussion	5 min
Evaluation/review of APC	Discussion/Action	5 min
Select chair	Action	2 min

President

Vice President, Instruction

Vice President, Student Svcs.

Dir, Plan, Rsrch & Stu Success

Administrative Secretary

Campus Cert. Payroll Clerk

Reprographics Technician

Administrative Assistant

Accounting Technician II

Administrative Assistant

Promotions & Web Content Coord

College Business Officer

Dir Market. Comm & Public Rel

Administrative Analyst

Accounting Technician

Financial Analyst

Accounting Technician

Researcher

CIUS

Mission Statement: Discussion/Action 5 min

APC, in collaboration and communication with SSPC and IPC, oversees the implementation of a comprehensive process for planning and assessing administrative services [instruction/student services] based on program review, the effective integration of student learning outcomes into program activities and services, and alignment with college's mission and strategic goals.

Develops, implements, and evaluates an Administrative Program Plan cycle (including staffing) and makes recommendations about policy.