

REVIEWED BY CPC – 9/1/11

**Cañada College
Educational Master Plan Development Process
2011**

Cañada College: Educational Master Plan 2012-15 Schedule for Participatory Involvement in the Development of Strategic Direction, Objectives, Activities and Timeline			
Step	When	Step	Description
1	February 3, 2011	Establish Process	CPC reviewed and approved the Educational Master Planning Timeline and Steering Committee. Steering Committee is a subcommittee of CPC to include the President, VPI, VPSS, Academic Senate President, Classified Senate President, Co-Chair IPC, Co-Chair SSPC
2	February 2011	Background Information	Environmental scanning information and college information developed for review
3	March 7-15, 2011	Gather Input	Conducted a "Week of Listening" for the campus community to provide input on the Educational Master Plan. There were ten (10) Listening Forums conducted during March 2011. A total of 134 students, faculty and staff participated and six (6) pages of input were obtained for our use in developing the EMP.
4	March 31, 2011	Retreat	The Educational Master Plan Steering Committee met to review all of the input and develop draft information.
5	April/May 2011	Circulate Drafts	The drafts developed by the Steering Committee were circulated throughout campus and revisions made by the SSPC, IPC and CPC and revisions were made to the mission, vision and strategic directions.
6	Summer 2011	Draft the Final EMP Document	The final Educational Master Plan was drafted for review by the campus community in the Fall.
6a	June 2011	Establish EMP Planning Work Groups	Identified work groups for each of the four Strategic Directions: 1) Teaching & Learning, 2) Completion, 3) Community Connections, & 4) Global & Green.
6b	July 11-14, 2011	Work Group Meetings	The work groups met to identify the objectives, activities and timelines for each of the Strategic Directions.
6c	August 2011	Draft EMP Developed	A draft of the Educational Master Plan was developed for review by the campus community.
7	Fall 2011	Review Final Draft EMP Framework Document	The final draft EMP document will be reviewed by the campus community and feedback was obtained.
7a	September 2011	Final draft circulated to all campus staff and faculty	
7b	October 2011	The participatory governance bodies	
8	November 2011	Final Educational Master Plan approved by CPC	

Comments on the draft educational master plan can be made by:

1. Submitting an email to: stoupg@smccd.edu
2. Respond via Survey Monkey: brief survey to be distributed to campus
3. Attend one of the following forums:
Two or three forums will be set up in September to review the document
4. Attend one of the following participatory governance meetings in September/October:
 - IPC, SSPC, APC, CPC, Classified Senate or Academic Senate