

**Cañada College
Educational Master Planning**

**STEERING COMMITTEE MEETING
Wednesday, February 16, 2011**

Members: Tom Mohr, Sarah Perkins, Byron Ramey, Robin Richards, Eliazer Ayala-Austin, Greg Stoup, Martin Partlan, Roberta Chock

1. Purpose of the Meeting: To review the process, timeline and contents for EMP
2. Overview of the EMP Process and Timeline (see below)
3. Planning Structure:
 - EMP Steering Committee
 - CPC
 - IPC
 - SSPC
 - APC
4. Draft EMP Contents (next page)
5. “Week of Listening” Purpose and Schedule
6. EMP Retreat – March 31, 2011
7. Next Steps

When	Step	Description
February 3, 2011	Establish Process	CPC reviews 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
February 2011	Background Information	Environmental scanning information and college information developed for review
March 7-10, 2011	Gather Input	Conduct a “Week of Listening” for the campus community to provide input on the Educational Master Plan. A series of facilitated sessions will be conducted.
March 31, 2011	Retreat	The Educational Master Plan Steering Committee will meet to review all of the input and develop draft information.
April/May 2011	Circulate Drafts	The drafts developed by the Steering Committee will be circulated throughout campus.
Summer 2011	Draft the Final EMP Document	The final Educational Master Plan will be drafted for review by the campus community in the Fall.
Fall 2011	Review Final Document	Circulate the final draft document on campus and obtain feedback.

Educational Master Plan
Draft CONTENTS

Planning Context

Mission
Vision
Values

Planning Process

Environmental Scan

External
Internal

Review of Current Programs and Services

Instructional Programs
Student Support Programs

Educational Master Plan Goals and Strategies

Implementation Plans:

Strategic Plan
Facilities Master Plan
Equity Plan
Basic Skills Plan
Distance Education Plan
Technology Plan
College Learning Outcomes Plan
Annual Plans and Program Reviews

Evaluation Process and Timeline