



Laney College

COLLEGE COUNCIL INTEGRATED PLANNING MASTER CALENDAR 2018-19

Each meeting will include the following standing agenda items (1 hour):

1. *President's Report (to include a report back on any decisions made on Council recommendations since the previous meeting, and important information shared at the last PBC meeting) – 5-8 minutes*
2. *Approval of previous meeting minutes - 2 minutes*
3. *Strategic Plan goals/strategies progress reports - 15 minutes*
4. *Check-in on College Council Goals for the current year - 10 minutes*
5. *“Hot Topic” Updates & Shared Governance Committee/Task Force Report-outs - 15 minutes*
6. *Review of any timely items (Ex. College Reports/Plans to submit, i.e. Master Plans, Accreditation Reports, Program/State Grant Reports...BSI/SSSP/Equity, etc.)- 15 minutes*

Agenda Items

Meeting Month

FALL SEMESTER		
1	College Council Orientation <ul style="list-style-type: none"> • College Decision-Making Process • College Shared Governance Structure • College Mission, Vision, Values • Document Submission Calendar • Website (Agenda/Minutes) 	<ul style="list-style-type: none"> • Council Master Calendar for 2017-18 • Council Charge/Membership • Council Rules of Engagement • Council Goals • Assessment/Evaluation • Participatory Governance Manual
2	Confirm College Council appointments to membership for current year	
3	Review of results from 2017-18 Year-End College Council Evaluation Survey	
4	Confirmation of Council Goals for 2018-19	
5	Review College-wide Strategic Plan Goals & Objectives, and Overview of System for Progress Reporting	
6	Review and confirm criteria for College resource prioritization and timeline (faculty, classified, facilities, technology & IELM)	
7	Update on final adopted 2018-19 College-wide Budget	
8	Provide overview of timeline for budget development & resource prioritization for 2019-20 (faculty, classified, facilities, technology & IELM)	
1	Review & Confirm Faculty Prioritization (from previous year's PRs/APUs)	SEPTEMBER 2018
2	Launch Program Review/Annual Program Update Process	
1	Assess Council membership (attendance) to determine if changes need to be made for the next semester	OCTOBER 2018
2	Initiate the budget development & resource prioritization process	
1	Presentation of Mid-Year Report for College Council	NOVEMBER 2018
2	Conduct mid-year College Council Evaluation	
1	Presentation of Mid-Year Report for College Council	DECEMBER 2018 (2 nd week of month)
2	Conduct mid-year College Council Evaluation	

Agenda Items

Meeting Month

SPRING SEMESTER		
1	Begin confirming College resource priorities	FEBRUARY 2019 (2nd week of the month)
1	Provide update on 2019-20 budget development	MARCH 2019
2	Confirm all College's resource priorities & associated costs	
3	Initiate end of semester assessment evaluation reports of shared governance committees – to be facilitated by the Institutional Effectiveness Committee	
1	Vote for Council recommendation - Tentative 2019-20 College Discretionary Budget	APRIL 2019
2	Begin process for College-wide Accomplishments Report	
3	Conduct evaluation of College Council for the current year	
1	Assess and forward appointments for Council membership for next academic year. Determine if changes need to be made given attendance.	MAY 2019
2	Confirmation of 2019-20 Master Calendar for College Council	
3	Institutional Effectiveness Committee's presentation on end of semester Assessment Reports of shared governance committees, and associated recommendations provided	
4	Review results of College Council evaluation and make recommended changes for going forward based on that assessment – Preliminary Discussion on next year's Goals for the Council	
5	Review of Appropriate Updates to the Participatory Governance Manual	
6	Confirm IEPI Indicators for the College	
7	Presentation of Mid-Year Report for College Council	