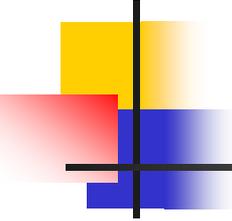


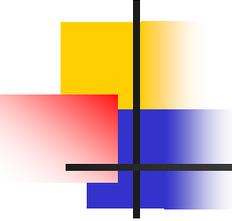


EITF Working Group Report
on the
Master Planning Process



Overview

- Guiding principles we used
- Master Planning process
- Master Planning committee structure
- Master Plan outline
- Master Plan preparation timeline
- Questions to begin discussion



Two disclaimers...

- These are only recommendations and starting points for discussion
- Some items left for later discussion



Guiding Principles

- See handout...
- These are the principles that the working group used / considered with coming up with our recommendations.
- These are shared as an information item.

Master Planning Process

- How should the master plan be developed and implemented?

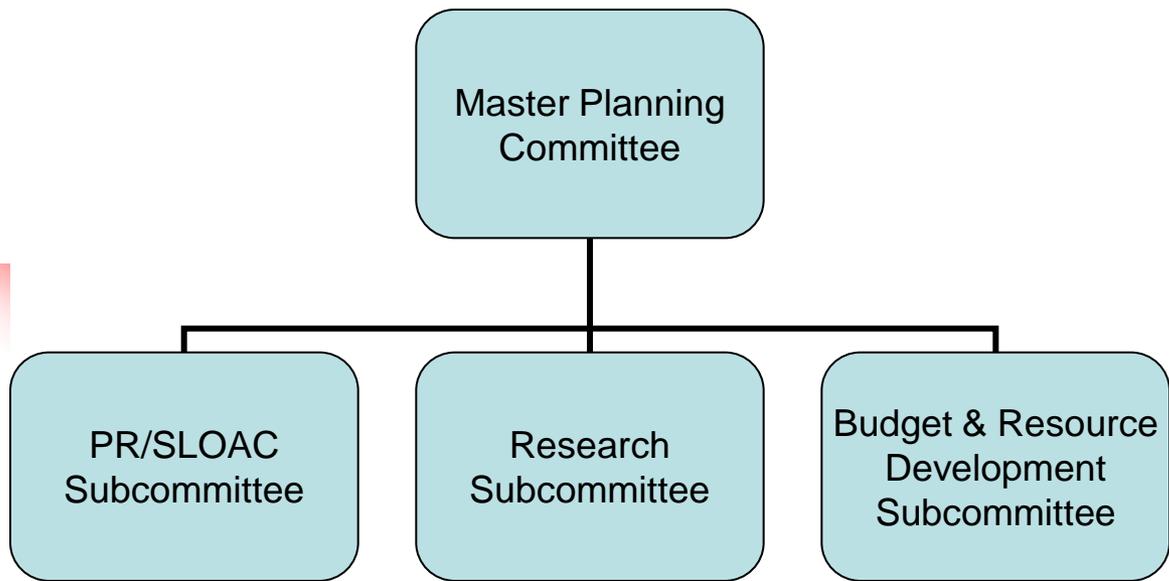


It's a cycle!



Master Plan Committee Structure

- Who should make the master plan and manage the master planning process?



Committee membership drawn from:

College President

VPs

Deans

Academic Senate, Classified

Senate, Associated Students

presidents

Faculty members

Institutional researcher

Articulation officer

Budget officer

more?...

Committee Missions

The **Master Planning Committee** is responsible for overall coordination of the master planning process, preparation of the CWMP, and drafting portions of the CWMP.

The **PR/SLOAC Subcommittee** is responsible for coordination of the program review and student learning outcome assessment cycles (the internal assessment focus) for all three college divisions and for drafting portions of the CWMP.

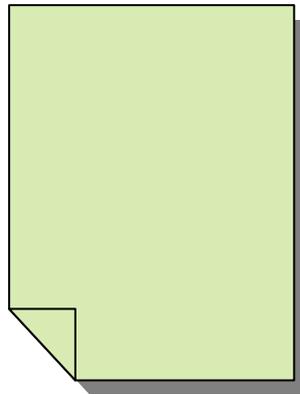
The **Research Subcommittee** is responsible for conducting an environmental scan (the external assessment focus) and for drafting portions of the CWMP.

The **Budget & Resource Development Subcommittee** is responsible for analyzing all components of the Miramar College budget, identifying potential additional funding sources, and drafting portions of the CWMP.



Master Plan Outline

- What should the master plan look like?



Master Plan Preparation Timeline

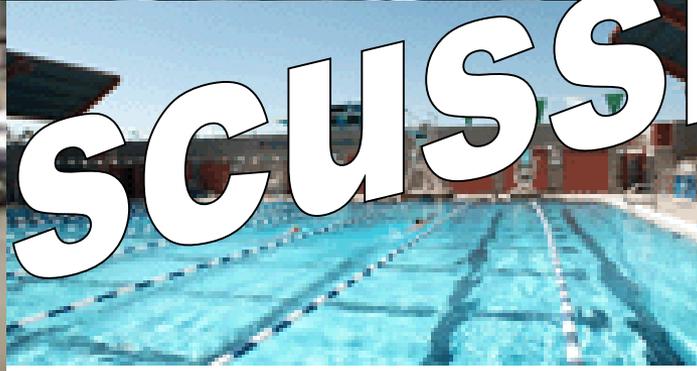
- What should the timeline be for drafting, approving, and distributing the master plan?





Questions to Begin Discussion

- Are the ideas presented OK as a starting point?
- Should the Strategic Plan be different than the Master Plan?
 - If so, who should be responsible for developing / updating the Strategic Plan?
- Should we include a budget & resource development review in the assessment stage?
 - If so, should it be included in the written Master Plan?
- How should the Master Planning committee complete Stage 1?
- What cycle should we use in creating/updating the Master Plan and/or the Strategic Plan?
- What changes should be made to the Master Plan outline?
- What changes should be made to the Master Plan preparation timeline?



Questions?
Discussion?



Working Groups

- **Group A:** Use existing plans and documents to create our first draft College Wide Master Plan.
- **Group B:** Follow procedures in the Miramar College Governance Handbook to draft proposed committee membership and goals for Master Planning Committee and subcommittees.



Future Steps

- Incorporation of master planning committee and process into our governance structure
- Formal adoption of master planning process into Governance Handbook (?)
- Strategic plan(?)