COLLEGE PLANNING COUNCIL

PURPOSE:
In service to our students, the college, and community, the CPC advises and makes recommendations to the President on college matters requiring broad institutional input. CPC is the shared governance body responsible for:

- Overseeing and evaluating college master plans
- Reviewing budgetary and resource allocation matters
- Ensuring that resource allocations reflect the priorities of the master plan
- Reviewing policy that has college-wide impact, when appropriate
- Reviewing new & existing programs, services, staffing and facilities
- Serving as the Steering Committee for the accreditation process
- Bringing forward constituent concerns

CPC REVIEW OF COLLEGE MISSION AND VISION STATEMENT:
Every three years, the CPC shall conduct a review of the Mission and Vision statement to determine if revision is necessary. If revision is necessary, the process shall be inclusive of all stakeholders, including participation of the appropriate committees, and shall include college-wide meetings such as Flex day activities.

MEMBERSHIP:
1. President (Chair – non-voting)
2. Vice President, Instruction
3. Vice President, Business Services
4. Vice President, Student Services
5. Faculty Senate President or Designee
6. Student Senate President or Designee
7. Classified Union President or Designee
8. Faculty Union President or Designee

Note: The following are two-year appointments.

1 Faculty Senate Member
1 Faculty Senate Member
1 Administrator/Manager
1 Confidential Employee
1 Faculty Member selected by Faculty Union
1 Classified Staff Member selected by Classified Union
1 Division Dean appointed by Instruction Council

15 Total (14 voting members)

AUTHORITY:
The CPC is advisory to the President.

MEETINGS:
Meetings are generally held twice a month at a standard time. Special meetings will be called when needed. All meetings are open to the general college community.

AGENDA:
A preliminary agenda will be developed at the end of each CPC meeting. Any member may ask that items related to the business of the CPC be placed on the agenda. The President's office distributes the agenda to Council members and the college community in advance of the meeting. Items considered by the Council will include written background information made available in advance if possible.

MINUTES:
The President sees that minutes of all meetings are recorded, electronically distributed to Council members and made available to all members of the college community.

COMMUNICATION BETWEEN THE CPC AND OTHER PLANING BODIES OF THE COLLEGE:
The intent is to have as much transparency as possible. In the spirit of this intent, sharing of agendas and a summary of relevant planning topics from Cabinet and other bodies will be shared in advance or presented regularly to the CPC. Affected groups include: Cabinet, Instructional Council, Council on Instructional Planning, Administrative Leadership Team, and Component Manager Groups.

OPERATING PROCEDURES:
Decisions are made by general consent, after each member has had an opportunity to provide input. If consensus is not possible, a vote is taken according to Robert's Rules of Order. A quorum requires eight or more of the voting CPC members. If a Council member must miss a meeting, he/she may designate a stand-in who has voting power. Members of the audience are allowed to address an agenda item at the time it is being discussed by the CPC.