Ad Hoc Planning Committee Agenda
September 28, 2012, 2:00 pm – 3:30 pm

WELCOME AND MAHALOS
Describe the process that led to the identification of this set of folks. Governance Team discussed using Campus Council as the convener. Representation from major units on campus including 2 VCs and reps from Faculty Senate, Na Ewa Council, OCEWD, Student Services, Administrative Services, Academic Services, and Division Chairs.

BACKGROUND ON THE EFFORTS THUS FAR
Share outline of video

PROPOSED TASKS OF THE AD HOC COMMITTEE
Propose Ad Hoc committee to guide the redesign of the planning process.
Offer straw proposal re: group's charge; composition; needed supports to accomplish the task; timeline; process; incentives for participation.
Review and refine the Proposed Ad Hoc Committee Charge

Prepare recommendations to the Campus Council re: improvements to the planning process, specifically addressing:
1. Learn about and integrate best practices from other institutions that may inform our own efforts.
2. Offer recommendations re: how to integrate and cross-walk the major planning documents currently guiding campus efforts to achieve greater focus and impact.
3. Develop a proposal for the revised program review process for 2013-2014 addressing feedback received from last year's Leadership Retreat 2011; consider which, if any, changes could be made to the process this year, without compromising our performance during accreditation.
4. Develop a proposal for a revised annual budgeting process that dovetails with the less frequent program review process.
5. Advise the Office of Planning and Assessment re: essential healthy annual routines and organizational practices that can realize our vision of mission-driven planning and budgeting.
6. Advise mini mid-year Leadership Retreat (Jan 2013?) to update the leadership and seek timely input on plans as they are being formed.

GET AGREEMENT ON WORK PLAN
1. Frequency, length and timing of meetings
2. ID chairperson to allow collaborative planning of meetings w Della
3. Set first meeting date.
4. Identify essential tasks to be done and delegate responsibility for following-through

INVITE commitment, reflection, questions and concerns re: the task ahead.

MAHALOS