## Meeting Agenda

NAME OF COUNCIL/TEAM: Integrated Planning Improvement (20	18-2019)	
<b>OBJECTIVE OF MEETING:</b> Review project charter and meeting pla format of integrated planning guide	an; receive technology update; discu	ss desired
DATE: 09/14/2018 TIME: 1:00pm	LOCATION/ROOM #: Administrat Conference Room CALL-IN NUMBER: CALL-IN CODE:	ive
FACILITATOR(S): Kuldeep Kaur/Alisa Shubb		
TIMEKEEPER:		
ASSISTANT: Beth Hartline Madigan		
ATTENDEES:		
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FO	DR AND/OR BROUGHT TO MEETI	NG):
UPDATES AND BRIEF REPORTS		
Торіс	Person(s) Responsible	Time Alloted
Welcome and Introductions	Kuldeep Kaur	5 min.
ACTION ITEMS:		
Question	Person(s) Responsible	Time Allottec
DISCUSSION ITEMS:		
Question	Person(s) Responsible	Time Allottec
How has development of the integrated planning system progressed over the summer?	Inna Linnyk	45 min.
Based on the project charter, what are the expectations for 2018-19 (project scope, objectives, and deliverables)? What is the tentative meeting plan for completing work this fall?	Kuldeep Kaur and Alisa Shubb	15 min.
From a design standpoint, how should the integrated planning guide be developed? (1) Based on the project charter and accreditation standards, what are the major components that the guide should contain to make it useful to ARC (headings/subheadings)? (2) In which sequence should the components be presented? (3) Which categories of information, such as council oversight, should be consistently included for each type of institutional plan (placeholders)? (4) Are there any style preferences (font, color scheme, diagrams, etc.)? ***Please review the attached supporting resources prior to the meeting.***	Kuldeep Kaur and Alisa Shubb	55 min.

ITEMS FOR FUTURE CONSIDERATION:		
Торіс	Contact Person	
OTHER INFORMATION:		

2025 - American River College Shared Governance