

College Educational Master Planning Committee (CEMPC)

FUNCTION

The College Educational Master Planning Committee (CEMPC) is a shared governance committee of the College Council. It is based on college data and input from shared governance constituencies; CEMPC recommends annual institutional priorities to strengthen program practices to maintain quality instruction and services and improve student achievement and learning.

CHARGE OF THE COMMITTEE

1. Review and update the mission statement, in conjunction with the program review cycle (every 3 years), with college-wide participation.
2. Annually reviews District Strategic Goals and Institutional Objectives by completing the following:
a) create/align college goals/objectives with District Goals; b) establish annual committee goals during the month of September.
3. Annually create and recommend institutional priorities based on the College Educational Master Plan and the District strategic educational goals.
4. Monitor program review plans and updates, including program viability, through the review of program review plans and updates. (November/December)
5. Review and prioritize resource requests for facilities, staffing, technology and equipment, according to the College's Educational Master Plan. (October/November)
6. Review proposals and reports from shared governance entities and internal and external constituencies, make recommendations to the College Council with alignment to the College's Educational Master Plan and priorities.
7. Review accomplishment reports quarterly from the administration that align with District strategic goals and institutional outcomes.
8. Quarterly, monitor the progress of the CEMPC goals with a summary report due at the end of the year.
9. Provide leadership for the Annual review and update of the College Educational Master Plan.

COMMITTEE TASKS

1. Election of co-chair (College President appoints one co-chair), 1st meeting in September
2. Create yearly calendar, last meeting in May and review at the 1st meeting in September
3. Review By-Laws, 1st meeting in September and modify as needed.
4. Set CEMPC annual goals in September
5. Create working sub-committees to fulfill charge duties, as needed.

CEMPC WORKING GROUPS

1. Resource Requests Working Group (summarize resources request) (Program Viability Working Group).
2. First meeting duties of Working Groups: Take time consuming duties and bring their work back to the second meeting for review and approval of the full committee.
3. Working Groups create and recommend institutional priorities annually based on the College's Educational Plan and the District Strategic Goals.