**1. Meeting Called to Order: Present:** Angelina Hill, Mark Winter, Keith Snow-Flamer, Mark Winter, Dan Calderwood, Quang Minh, Paul Chown, Jordan Walsh, Ed Macon, Crislyn Parker-support

**2. Approve Notes from 9/10/15 Meeting**: Add Ed Macon to present; approved as corrected.  
  
**3. Action Items  
 *3.1 Update EMC Membership*:**

* The EMC submitted a request to add the Student Retention Manager (new) and Director of Admissions and Records positions to their official membership. Approved.

**4. Discussion Items**

***4.1 Preparing First Draft of Subsequent Annual Plan:***

* Draft includes items for the academic senate and for flex

***4.2 Review of 2015-2016 Annual Plan:***

* Committee discussion of items to include and those that will continue to the next year:
  + Build the Tuition Guarantee program to equity and need based recipients
  + Revise the plan to expand use of the multicultural diversity center
  + Retain pursuit of grants on the plan
  + Look at and include emerging themes from program review planning
  + Professional Development expansion
  + Current operational plans in progress (TPC, FPC, BPC) and longer term plans
  + Adding safety goals. Angelina will talk to Safety committee for action plans
* Possibly developing broad language for inclusion of thematic ways to include Basic Skills, Student Equity and SSSP action plans into annual plan.

**5. Setting Additional Institution-Set Standards and Targets**

* The Institutional Effectiveness framework from chancellor’s office requires setting short-term (1 year) and long-term (6 year) goals for Fund Balance, Successful Course Completion and Accreditation Status. They have optional goals, which may become required, including: salary and benefits as a percent of the unrestricted general funds; annual operating excess (net increase/decrease fund balance) and cash balances.
* ACCJC requires setting institutional goals, which CR has done. Some overlap with Chancellor Office optional indicators.
* IEC will determine a strategy and put out to constituency groups, following a review of data. Discussed looking at other comparable institution best practices (can be found on the chancellor’s office website)

**6. Standing Item: Annual Integrated Planning Timeline**

**7. Other/Future Agenda Items:**

**Next Meeting:** Thursday, November 12, 2015

Meeting Adjourned