MEETING TYPE:	X	Staff	Date:	**March 13, 2018**
		Product/Project	Starting Time:	11:30 a.m.
		Special	Ending Time:	1:00 p.m.
			Place:	AA-140

Co-Chairs: Michelle Barton and TBD

Members: Jenny Akins, Michelle Barton, Glyn Bongolan, Marie Fritch, Jack Kahn, Barb Kelber, Chris Miller, Connie Moise, Travis Ritt, Buddy Springer

Vacant: HRSPC Rep, ASG Rep

Recorder: Marti Snyder

Order of Agenda Items

1. **Welcome and Introductions**

2. **Select Co-Chair**
   Travis Ritt will be serving as the Co-Chair of the Steering Committee.

3. **Roles and Responsibilities of Steering Committee**
   The Committee will work with Collaborative Brain Trust (CBT), the master planning consultant, and serve as the liaison to the District's Planning Councils as part of the Educational Master Plan 2022 Update.

4. **Master Plan 2022 Update Overview**
   Michelle Barton provided a summary of the Educational Master Plan and an Update overview as follows:

   - The Educational Master Plan and Facilities Master Plan was drafted in 2002 with a 20 year timeline.
   - The Plan identified the need for two centers – one in the Northern Region and one in the Southern Region.
   - A $694M Bond was granted to complete the plan.
   - An update to the Plan was drafted in 2010 and the Plan cycle was shortened to a 12-year cycle with 6-year midterm check-ins (the 2016-17 check-in was postponed).
   - The College is coming to the end of the bond funding.
   - In 2022, the College will renew the comprehensive Educational Master Plan and Facilities Master Plan.
   - The work to be completed for the EMP Update serves as the midterm update/check-in.

   The Steering Committee viewed the Educational Master Plan 2022 Update Website (Strategic and Master Planning) which houses the EMP timeline, progress reports, and a field to collect input.

Steering Committee members are to share the following with their respective planning councils and constituency groups:
- This is an update, not the comprehensive review which will take place in 2022.
- The EMP Update is being provided so College can ensure that institutional planning maintains currency.
- The $694 bond funding is coming to completion and there may be a need to pursue an additional bond.
- Feedback is welcome from all constituency groups and can be submitted through Steering Committee representatives or directly through the website.
- The Steering Committee will represent the voice of the College and will be asked to read, review, and comment as the face/voice of shared governance.

Timeline
Phase One: Discovery Phase – March-April 2018
- Take stock
Phase Two: Data Portfolio Update – May-Sept 2018
- CBT summarizes data collected
Phase Three: Document Review Aug-Sept 2018
- Drafting the Update
EMP Review – Oct-Nov 2018
- Adoption by the Board and determination of whether or not to pursue the bond
SPC will then move the Update forward through the governance process.

The College will also include feedback from K-12 partners, university partners, and business and community partners in the EMP Update.

5. **Master Plan 2022 Update Listening Session with Steering Committee**
Nicki Harrington of CBT) provided background information of her team and a short summary of the services they will be providing to the College. CBT will be working with the HMC architects to ensure that the Educational Master Plan and Facilities Master Plan are symbiotic.

Committee Feedback:

	What has changed from 2010 today?	What is needed in the next five years and beyond?
Curriculum	• With lost enrollments there is discouragement because of the College's investment in service; we don't want to lose enrollments or employees • High Tech High has trouble transitioning because Palomar is further behind	• Need for more project-based curriculum
Physical Space	• Now looks like a college (size of buildings and physical landscape)	• The new Centers need to have the same look and feel as a true college
Technology	• Social Media • Need more computer space • Need more laptops	• Social Media • Need more computer space • Need more laptops • Demographics represented especially in the North, may not have the access to

		• technology • Need for charging stations and outlets • Smart Classrooms
Facilities	• Many buildings that are beyond their useful life.	• Previous bond money did not do anything for arts and music. Those buildings need to be replaced. • Infrastructure. Including safety and security • Revisit ITC and T buildings (too small for the programs there). • Conversion of the Dome into a conference center • One-stop-shop Student Services Center (not the library because it is not big enough to fit everyone proposed to be housed there • Consider adding culinary and need to redo the cafeteria • Consider a new Math Center building • Blue Phones and Cameras • Consider special program at the Centers. If we're going to do it, let's do it right. If it doesn't make sense, let's be honest so that we can repurpose the buildings. • Beneficial to look at new programs the way we are looking at new centers. Need to have a staffing plan with the new facilities (we currently don't use this model)
Change in Demographic	• Adults coming back to college • Large immigration populations • Diverse district, not just in race and ethnicity, but also in social and economic status • 45% Hispanic • 30% Non-Hispanic Caucasian • 5-15% Asian • 3% African American	• What should our college look like when in the future, we may have 50% Hispanic populations?
Services		• Transition students to different styles of learning • Provide more resources to communities that need them than less affluent communities • Consider distance, resources, etc.