West Los Angeles College

PLANNING AND INSTITUTIONAL EFFECTIVENESS COMMITTEE

Agenda – Prioritization Retreat

Friday, March 8, 2013
9:00 am - 3:00 pm
SSB-414, Multipurpose Room

1. Welcome and Overview
2. Proposed process
   a. Resources available
   b. Use of giant sticky notes
   c. Verify Categories
   d. Check requests to set aside
3. Identify ‘High Priority Principle’ items
4. Identify High Importance Items by Category
   a. Form breakout groups for initial identification
   b. Reconvene whole group to finalize high importance items
5. Prioritize High Importance Items
   a. Form breakout groups for initial prioritization
   b. Reconvene whole group to finalize prioritization of high importance items