Strategic Planning Committee Meeting Minutes June 1, 2011 3:30PM Parenzo Board Room

Present: *Gabe Aquino; MJ Bull; Vanessa Diana; TJ Dong; Bob Hayes; Brian Hubbard; Christine Irujo; Brad Knipes; Carol Persson; Laurie Simpson; and LindaHogan-Shea.*

The meeting began with Bob Hayes reviewing the reports from divisions and departments on the selected 2010/11 goals. These reports had been forwarded to SP Committee members earlier. He explained that these were refined after the prior SP Committee meeting by standardizing language and cross referencing the goals. The intent of this meeting is to provide comments so these end of the year reports can be finalized and submitted.

Points raised on the draft included:

* Under Goal #1 (last column) it states a complete list of capital projects was included in a report to the Long Range Planning Committee, but Brian (a member of that committee) reported that did not occur. This should be clarified.
* Goal #7 progress update will be expanded—the current listing is preliminary based on the responses Bob has received to date – more will be shown here to indicate the full extent of participation.
* It was recommended that the report include direct references to documents (urls where possible) that are mentioned in the chart , e.g. Goal #4 references Community Resource Directory that is available on web
* There was some discussion on how “Welcoming and Inclusive” was being interpreted in Goal #7. Points raised included, we seemed to lose a focus on student centered activities and day to day experiences, rather than just major planning and programmatic functions.
* Goal #8 references a survey but provides no data on the conclusions of the survey – a brief summary statement should be included.

Bob asked that any further comments be forwarded to him and the SP Committee cc’ed.

The second agenda item was discussing the process for moving the Strategic Planning Process forward. It was noted the Committee had decided last fall to wait to begin the process in earnest, until the completion of the NEASC self-study and the Foundations of Excellence Report. The decision was based on a belief that these documents were being developed with an intensive and extensive participation process, and the information collected and findings made would be very valuable to the Strategic Planning process.

Bob reported that a draft NEASC self-study would be available for the entire campus in September 2011 (the NEASC Committee visit would be April 2012), and the Foundations of Excellence Report was expected by the end of June 2011.

Discussion ensued on the proposed “Academic Planning Committee.” The proposal is before the ACC. The new committee would develop criteria for evaluating academic program resource decisions, and establish a process for making recommendations to ACC on all campus proposals that involve a change—addition, expansion, reduction, change of focus—for Academic programs. There was a discussion of how this Committee would interface with the SP Committee and other existing committees. It was stated that the charge of the Academic Committee mandates close collaboration with all other committees.

The Committee also considered the issue of drafting a new Mission Statement and Vision. It was agreed that this is best done in a manner that includes consideration of the general themes and findings of the Self Study.

Also raised was the need for the Committee to make use of the planned September Strategic Planning date. Information on this is available from Sue Queen.

Another idea was to use a portion of Opening Day for a campus-wide forum where reports could be made on the wide variety of efforts that are underway on campus.

It was agreed that in the summer months the following things should go forward, coordinated among the SP Committee members through electronic communication:

* Plan for the September off campus Strategic Planning Day.
* Consider drafting a revised Mission and Vision Statement, or versions thereof, based on the input received in 2009/2010 and by coordinating with Bob and Enrique Dias-Morales, who will be writing and editing the Self Study over the summer months.
* Revisit earlier schedules for strategic planning and draft a revised version to guide the year’s work.

Respectfully Submitted,

MJ Bull