

Strategic Planning Taskforce (TF)
Minutes
VCR
July 7, 2011
10:00 AM - 12:30 PM

Present: Angela Jenks, Michael Sutliff, Angelica Ramirez, and Dan Walden

Absent: Alistaire Callender, Al Reed, and Trudy Walton

- Discussed the following questions:
 - Do you see any results of the core values survey which indicate a shift in core values? If so, what?
 - Do you see any results of the core values survey which indicate a shift in strategic goals? If so, what?
 - Do you see any results of the core values survey which indicate a shift in ISLOs? If so, what?
 - Do you (as TF member) believe changes should be made to the core values? If so, what and on what basis?
 - Do you (as TF member) believe changes should be made to the strategic goals? If so, what and on what basis?
 - Do you (as TF member) believe changes should be made to the ISLOs? If so, what and on what basis?
 - What processes should be used in developing this strategic plan? Please list any sources you may have, or experience at another institution that would lead you to make these suggestions.
- Results of the above discussions were that the core values survey indicated most of the campus believes that the core values, strategic goals, and ISLOs should be continued into the future planning of the college.
- TF members discussed if perhaps different wording and/or clarification would make a better presentation of these areas. As a result, the following activities are being conducted and communication will take place among the task force members via email.
 - Angelica will work on wording of the core values and perhaps incorporating commitment into some of the other values ending up with a total of 5 instead of 6.
 - Angela will work on the wording of the goals to tease out and clarify some of the points and perhaps integrate some of the goals. For example, Goal 6 (CTE) could be incorporated into the other goals. In addition, perhaps adding a goal, or suggested objective, that would capture the “spirit” of raising campus morale. This is being done with the understanding that we must still align with the district’s goals.
 - Michael will work on the ISLOs, especially the bullet explanations that follow for words that better articulate outcomes and link the ISLOs to the mission, values, and strategic goals.
- TF members asked for copies of the presentation regarding strategic planning presented to the BOT last week.
- TF members asked that the results of the values survey be disaggregated by groups (this will be sent to the TF members by Monday, July 11).
- It was suggested that the planning retreat agenda be adjusted as follows:
 - Narrative introduction to the day’s agenda
 - Presentation of the analysis and results of the last strategic plan
 - Presentation of the strategic planning process using Sinclair Community College as a guide.

- Important to note that strategic planning includes creating the plan, implementing the plan, and evaluating the plan
 - Important to note that the plan itself be in the structure of goals supported by objectives which are supported by activities
 - Focus groups with the planning retreat participants asking them for the view of how the campus planning processes are working
 - Report on from focus groups
 - The TF will be present its draft/template for the 2011-2014 Strategic Plan
 - Breakout sessions to build objectives to support the goals
 - Plenary session to finalize a draft of the new strategic plan
- The TF needs to attach a timeframe to each of the retreat activities
- Following the retreat discussion groups need to be conducted on the new plan to get feedback among constituencies, e.g., ASO, departments, classified staff, etc. This is especially true for those groups not normally at the discussion table.
- TF members were asked to participate in ongoing discussion about the process and prepare for the next meeting.
- Next meeting will be in the VCR on July 19th from 10am—noon.
- Also, a meeting just before the retreat from 10am-1pm with lunch provided in the VCR to finalize the retreat presentation.