

Los Angeles Southwest College

Strategic Planning Retreat

Minutes from 1/15/09

[Location: Proud Bird Restaurant](#)

The meeting started at 8:30p.m. and ended at 3:30p.m.

Members present: Elmer Bugg, Oscar Cobian, La Vonne Hamilton, Dr. Tamura Howard (in place of Dr. Sandra Lee), Reginald McCoy, Dr. Jack Daniels, Ramon Miramontes, Phyllis Norwood, Dr. Earnestine Thomas-Robertson, Jose Robledo, Traci Tippens (note taker), Dr. Dan Walden and Glenn Yoshida

Absent: Regina Andrews, Nick Crown, Leige Doffoney, Linda Fox, Pauline Itow, Dr. Patrick Jefferson, Dr. Sandra Lee, Dr. Allison Moore, Alfred Reed, Paul Richard, Dr. Todd Roberts and Dr. Sandra Lee

Purpose of Meeting

The Strategic Planning Committee needed to meet to discuss and decide specific data to be formulated and finalized into the 2008-2011 LASC Strategic Plan.

The meeting was of an urgent nature because the LASC Strategic Plan ties directly into the Accreditation Report due in March 2009 to the ACCJC from LASC.

Activities covered

Dr. Dan Walden began the meeting with everyone introducing themselves to all. He then reviewed the day's agenda, then explained that each table would be working as a group. The groups were as follows: EGO (Dr. Earnestine Thomas-Robertson, Glenn Oscar and Cobian Yoshida); JTRR (Jose Robledo, Traci Tippens, Reginald McCoy and Ramon Miramontes) and EPT (Elmer Bugg, Phyllis Norwood and Dr. Tamura Howard).

As we watched a PowerPoint presentation, the each element of the strategic planning was explained; as in from the California Chancellor's Office, which trickles down directly to the Los

Angeles Community College District, then that information is used per each campus under the LACCD to compose a Strategic Plan for their respective campus.

The meeting itself was vital, due to the fact that the Strategic Plan itself was directly linked to recommendation #5 of the Accreditation Report.

In reference to the Elements of an Integrated Strategic Plan, our status on each is as follows:

- Career Technology Plan-draft
- Human Resources Plan-not available
- Enrollment Management Plan-complete
- Staff Development Plan-complete
- Facilities Plan-?
- Student Success Plan (Basic Skills)-complete
- Fiscal Plan-absent
- Technology Plan-draft

As it was explained, small disciplines are group together into clusters, such as under Biological Sciences, that would include Biology, Anatomy and Microbiology.

Units Plans have been phased out and the term is no longer used. Non-instructional Programs were formerly reviewed as a Unit Plan.

Each group/table were given sheets of objectives to cut out individually. We each had to make thematic stacks to be worked on as a Program Objective Theme. Each group had to work as a team to make a collective decision to determine how the objectives should be categorized.

We did the same "group thinking" to formulate Institutional Planning Themes as well as College Objectives for each College Planning Theme. The entire group worked collectively on the actual Strategic Goals for 2008-2011 for LASC.

Respectfully submitted,

Ms. Traci Tippens

Senior Secretary, Academic Affairs