

**SAN DIEGO COMMUNITY COLLEGE DISTRICT
STRATEGIC PLANNING COMMITTEE
TECHNICAL WORKING GROUP**

**September 26, 2007
Muir, Room Z-304**

Minutes

PRESENT:

Elizabeth Armstrong	Vice President, Instruction – Mesa College
Mary Benard	Dean – City College
Yvonne Bergland	Dean – Mesa College
Salley Deaton	Academic Representative – City College
Bill Grimes	Manager, Institutional Research & Planning – District
Henry Ingle	Vice Chancellor - District Office
Esther Matthew	Academic Senate President – Continuing Education
Wheeler North	Academic Senate Vice President – Miramar College
Ray Ramirez	Dean – Continuing Education
Susan Schwarz	Dean – Miramar College
Sam Shoostary	Classified Senate President – Miramar College
Terrie Teegarden	Academic Senate President – Mesa College

GUEST:

Monique Schlichtman Director, Grants & Contracts

CALL TO ORDER:

Meeting was called to order at 12:30 p.m.

I. WELCOME AND ANNOUNCEMENTS

Henry Ingle briefly reviewed the handouts and purpose of the meeting with the committee.

II. REVIEW OF RECOMMENDATIONS FROM THE CHANCELLOR'S CABINET

The committee reviewed the seven recommendations for the Districtwide Strategic Plan from the Chancellor's Cabinet, which included the following:

Key Feedback Points:

1. Use of the word "blueprint" in title of document should be replaced with some other term.
2. Streamline and shorten size of document, perhaps by removing visuals and photos and providing a more succinct listing of goals & action items and recommendations (Crisper, much shorter, and more pointedly directed document).
3. Prescriptive elements detailed for each strategic priority perhaps not necessary.
4. Streamline the number of identified strategic goals (from 9 to no more than about 5 since some are subsets of each other and can be presented in an integrated manner).
5. Suggest that an extended part of the District Strategic Plan identify and target in a very concrete and specific way, external environment opportunities the SDCCD needs to address within the context of its mission and vision.

6. Provide clarity for the overarching concern that the Strategic Plan is pursuing through the Colleges, CE and the District Offices.
7. Summary descriptive piece was developed by ISPT to include in the focused mid-term report detailing progress of District, Colleges and CE in strategic planning (see attachment).

III. REVIEW OF REVISED DISTRICTWIDE PLAN (DRAFT)

The committee reviewed the working draft Henry Ingle initiated using several of the District's planning documents and the recommendations from the Chancellor's Cabinet.

Comments and Suggestions:

- The Committee agreed to change the Strategic Planning document's title to: *Achieving Student Success: Strategic Planning Priorities (2008-2012) San Diego Community College District*
- The document is very nice and streamlined.
- The history page is a nice addition to the document.
- They would like to see some of the visuals added.
- The plan still needs to be a working document that may be used as a tool.
- It is not prescriptive to any campus and is an overarching document that may be used at all campuses.

Additions:

- Statement reflecting the need for basic skills training and the need to provide assistance with completing their AA degrees (retention and completeness)
- Preparation for recruitment and college readiness
- Basic skills pathway for college to Continuing Education
- A culture of evidence-standard research that could work for all three colleges
- Soft Skills (skills for success in the workforce and for further education)
- Biotechnology –Growing field in Math and Science-based occupations

Action Items:

- *Esther Matthew and Salley Deaton will write 1-2 bullets for basic skills.*
- *Elizabeth Armstrong and Yvonne Bergland will write a brief statement for accountability.*
- *Salley Deaton will write a brief statement referencing Biotechnology.*
- *Henry Ingle will continue to revise the draft as the additions are provided.*

Dr. Ingle has been asked to have the revised draft ready for review by the Chancellor's Cabinet on October 16, 2007. He would like any feedback and additions emailed to him within the next week.

The initial *A Blueprint for Achieving Student Success: Strategic Planning Priorities across the San Diego Community College District SDCCD 2007-2012--Districtwide Strategic Plan Planning for Today and Tomorrow* and other documents can be found on the strategic planning website at: <http://ispt.sdccd.edu/stratplan/default.htm>

IV. MEETING ADJOURNED AT 1:40 P.M.

The next Technical Strategic Planning Committee meeting will be scheduled via email.

V. HANDOUTS AND DOCUMENTS REVIEWED:

1. Blueprint for Achieving Student Success: Strategic Planning Priorities across the San Diego Community College District SDCCD 2007-2012--Districtwide Strategic Plan "Planning for Today and Tomorrow"
2. Key Feedback Points
3. Handout No. A: Strategic Planning Efforts across the SDCCD
 - a. Shared Values and Visions: SDCCD Principles & Priorities Master Plan 2001-2005 Summary Document #1
 - b. San Diego Regional Environmental Scan: Critical Indicators (ICF Study Final Report) July 2005-2006 Document #2
 - c. Planning for Today and Tomorrow: A framework for Addressing Strategic Priority Needs Document #3
 - d. California Community College System Office Strategic Plan System Chancellor's Offices December 2006 Document#4
 - e. Blueprint for Achieving Student Success: Strategic Planning Priorities Across the SDCCD Feb 2007 Summary Document #9
 - f. Achieving Student Success: Strategic Planning Priorities (2008-2012) San Diego Community College District July-Aug 2007 Summary Document #10

Recording Secretary, Chantaya Robinson - District Office
Henry T. Ingle, Vice Chancellor 388-6965