

APPROVED

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

**May 17, 2006
District Office, Room 272**

Minutes

PRESENT:

Elizabeth Armstrong	Vice President, Instruction – Mesa College
Yvonne Bergland	Dean – Mesa College
Salley Deaton	Academic Representative – City College
Henry Ingle	Vice Chancellor - District Office
Pat Mosteller	Academic Senate President – Continuing Education
Wheeler North	Academic Senate Vice President – Miramar College
Ray Ramirez	Dean – Continuing Education
Susan Schwarz	Dean – Miramar College
Desiree Van Sannen	Classified Senate President – City College

CALL TO ORDER:

Meeting was called to order at 3:36 p.m.

I. WELCOME AND ANNOUNCEMENTS

Henry Ingle briefly reviewed the agenda with the committee and solicited their input on additional items.

II. APPROVAL OF MINUTES

The minutes for April 4, 2006 and summary for April 21, 2006 meeting were approved by consensus with the noted changes.

III. REVIEW OF HANDOUT: DESCRIPTION, FUNCTION AND OPERATING GUIDELINES FOR DISTRICT STRATEGIC PLANNING COMMITTEE

The Committee reviewed and discussed the District Strategic Planning Committee Description, Function and Operating Guidelines handout.

Suggestions and Comments:

- The description should be listed as future tense
- Inviting other Vice Chancellors to participate in the strategic planning committee

IV. CONFERENCE CALL WITH TED EGAN ON ENVIRONMENTAL SCAN REPORT

The committee had a conference call with Ted Egan to review the changes and additions they would like to request for the final Environmental Scan Report as follows:

- **Page 18 Table 2.5 English Proficiency:**
The table indicates 6 percent of Spanish speakers and 3 percent of other languages are Non-English speakers. The County Data has a higher percentage (18-20) of non-English speakers. They would like a review and comparison of the data to be completed to confirm the accuracy of the information.

- **Page 4 CAHSEE Exam:**
The CAHSEE exam data summary was discussed and a recommendation was made that the data should be updated and fine-tuned to reflect the current conditions.
- **Analysis by Top Code:**
Add additional information to top codes to keep track of current trends, such as the huge decline in Computer Information Science(CIS) and growth in Science programs.
- **Page 119 Table 7-30 through 7-38: Enrollment Data:**
Would like more detailed information for Continuing Ed and the three colleges, reflecting their specific feeder high schools as follows:
 - Ethnicity
 - High school graduation rates
 - Enrollment by zip code
- **Page 20 Table 2-2: Distribution by Disability:**
The data used on page 20 came from the year 2000; however, the data on page 78 Table 7-10: Population by Disability's data came from the year 1990. The data should reflect the year 2000.
- **Page 33: Occupations Requiring the Associate Degree:**
Would like the information from the Summary sheet "**What Could Be**" to reflect the explanation of the Associate Degree in conjunction with the Certificate of Achievement.

The committee agreed that they are interested in creating a process for compiling additional questions and information needed for future Environmental Scans studies that the District should undertake.

V. INPUT FROM CAMPUS REPRESENTATIVES ON STRATEGIC PLANNING DOCUMENT

Copies of the Baker's Dozen priorities from City, Miramar and Continuing Education were provided to all committee members for review. Committee members are to review and discuss with their campus stakeholders as they progress with their strategic planning work.

VI. UPDATES TO THE BAKERS DOZEN

The review and updating of the Baker's Dozen will be discussed during the next meeting when the campus representatives update everyone on their progress over the summertime.

VII. NEXT MEETING DATES

- **July 19, 2006, from 3:30 p.m. – 6:00 p.m. in Room 272**
- **August 16, 2006, from 3:30 p.m. – 5:30 p.m. in Room 272**

VIII. MEETING ADJOURNED AT 5:21 P.M.

The next Technical Strategic Planning Committee meeting is scheduled for **Wednesday, July 19, 2006, from 3:30 p.m. to 5:00 p.m. in Room 272 at the District Office; after the District Governance Council meeting.**

Handouts:

- San Diego City College Master Planning and Resource Oversight Council
- Strategic Plan Preliminary Recommendations Report, The Baker's Dozen (Miramar College)
- Strategic Planning Priorities –Suggested by District Strategic Planning Committee, The Bakers Dozen- Proposed Groups (Mesa College)
- Reaching Families by Degrees
- SDCCD San Diego Regional Environmental Scan Final Report January 2006 (ICF)

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