

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

**October 18, 2006
District Office, Room 335**

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
Carl Luna	Academic Senate President – Mesa College
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
Sam Shoostary	Classified Senate President – Miramar College

ABSENT:

Mary Benard	Dean – City College
June Cressy	Classified Senate President – City College
Bill Grimes	Manager, Institutional Research & Planning –District

CALL TO ORDER:

Meeting was called to order at 4:00 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 September 20, 2006 were approved by consensus with the noted changes.

III. REVIEW OF HANDOUTS:

The group reviewed and discussed the California Community Colleges Strategic Plan Update that included five main goals with sub-areas for implementations:

- A.** College Awareness and Access
- B.** Student Success and Readiness
- C.** Partnerships for Economic Development and Workforce
- D.** System Effectiveness
- E.** Resource Development

It was suggested that this document might serve as a template for reviewing campus plans and developing a “commonalties framework” for the district.

IV. PROGRESS REPORT FROM EACH CAMPUS REPRESENTATIVE:

Each of the three colleges and Continuing Education representatives were asked to provide an update of their campus plans and priorities for the November 29, 2006 meeting of the committee.

• City College (handout):

- City's 2005-06 master plan is in final draft and they are in the process of completing their backup files.
- The document has a list of four major standards that includes several recommendations and tasks.
- Grey highlights indicate the completed recommendations and tasks from the previous year.
- The responsible reporting party is listed on the side of each column.
- The completed document will be ready for distribution at the next meeting.

• Mesa College (handout):

- Mesa formed an educational Master Planning Committee last spring.
- They have a timeline to have their entire Educational Master Plan completed and approved by mid-spring 2007.
- The document will include an introduction on the process and references to various documents such as the environmental scan and other Mesa documents.
- They are currently working on their strategic planning priorities and goals:
 - They used the baker's dozen and rearranged them into four major areas.
 - They anchored the whole plan in their mission statement.
 - They took a long statement and changed it into a brief phrase.
 - They also added the lead representatives for each priority.
- Mesa established a website for the posting of their shared governance documents at <http://www.sdmesa.edu/educational-master-planning/index.html>
- The next piece will be an instructional component tied in with students services and an administrative component, with more specific goals for instruction.
- The schools will complete their goals (5-10) which, are grounded in program review.

• Miramar College (handout):

- Miramar will be using their strategic planning document from 2005 as a basis to complete their current plan.
- The plan will represent their goals, strategy, orchestrators, team and progress report.

• Continuing Education:

- Continuing Ed. campus plans are due on Friday, October 20, 2006.
- The *Cornerstones for the Future* are due on October 30, 2006.
- The "*Culture of Evidence & Planning*" is very important to create their plans.

V. MEETING ADJOURNED AT 5:10 P.M.

The next Technical Strategic Planning Committee meeting is scheduled for **Wednesday, November 29, 2006, from 4:00 p.m. to 6:00 p.m. in Room 375.**