

San Diego Community College District Strategic Planning Committee

APPROVED

Meeting of November 5, 2012
10:00 AM–ECC, Room C-109

MINUTES

PRESENT:

Joyce Allen	Classified Senate President – Miramar College
Ranessa Ashton	Public Information Office Continuing Education-ECC
Jerry Buckley	Vice President of Instruction – Miramar College
M. Salley Deaton	Academic Representative – City College
Daphne Figueroa	Academic Senate President – Miramar College
Tim McGrath	Vice President of Instruction – Mesa College
Pete Miles	Academic Senate Representative – Continuing Education
Awana Payne	Classified Senate Vice President – City College
Libbier Bakit	Classified Senate Representative – Continuing Education
Otto Lee	Vice Chancellor of Instructional Services and Planning – District Office

ABSENT:

Randy Barnes	Acting Vice President of Instruction-City College
Cathy Hasson	Director, Instructional Research and Planning-District Office
Madeleine Hinkes	Academic Senate President – Mesa College

STAFF:

Irene Williams	Administrative Assistant, Instructional Services – District Office
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Otto Lee called the meeting to order at 10:07 a.m.

I. Introductions (ALL)

Otto welcomes new and current committee members. Introductions are made.

II. Review of March 12, 2012 and September 24, 2012 meeting minutes.

The March 12, 2012 minutes were approved.

M/S/P/Payne/Ashton

The September 24, 2012 minutes were approved.

M/S/P Figueroa/Buckley

III. Report on Campus Strategic Priorities/Goals/Objectives

Otto gave the purpose of the committee and the plan to develop the 2013-2017 District Strategic Plan. The strategic plan for our district is a reflection of the strategic goals that have been adopted at the four institutions. It is not a stand-alone document created by this committee. The committee's job is to look at the priorities and synthesize them together. You'll notice it's pretty consistent at most of the institutions. There is no specific one that we must have nor is there a specific amount we need to have. After we compile our new plan then we will have an annual update to the plan. As always, things change, and can be included in the annual update. For the fall semester and early Spring, we will go discuss what each of you are seeing at your campuses and then we will look into metrics you are using and other data we can use to identify our next goals. Accreditation looks for this, and our Board is very interested in it. Many of the other multi-college districts look to our strategic plan as a model for creating their own.

Miramar:

Jerry presented the Miramar update. He discussed the Miramar College Planning Priorities for 2012-2014 which were approved in late September by the Planning and Institutional Effectiveness Committee (PIE) Within Miramar's Strategic goals these planning priorities are the highest.

- (1) Clearly identify current and future student needs for transfer, degree, and certificate completion through ongoing data collection, student services reports, and campus wide communication. *[College retreat Priorities, Strategic Goals #1, #2]*
- (2) Schedule classes, and provide the necessary support for these classes, according to the most recent information regarding student needs, while working within the constraints of available resources and in coordination with all constituent groups. *[College retreat priorities, Strategic Goals #1, #2, #4]*
- (3) Provide the necessary facilities, technology, and staff needed to effectively run the classes and support offered as a result of student needs information. *[College retreat priorities, Strategic Needs document, Strategic Goals #3]*
- (4) Continue to improve the efficacy and integration of program review data and utilize it as a major driver for college planning, as a means for accurately reporting to outside agencies (e.g. accreditation), and as a means for the continuous improvement of all programs. *[Educational Master Plan, Strategic Goals #5]*
- (5) Continue to refine and simplify the college's integrated planning process in order to increase the success of achieving college planning priorities. *[Educational Master Plan, Strategic Goals #5]*

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Continuing Education

Pete Miles presented the Continuing Education update. Program Review and accreditation was discussed at their last academic meeting. They have a valid Program Review in place now. Pete stated that CE most likely has similar priorities as the campuses but more discussion needs to be done. The goals presented at the Strategic Planning Committee meeting are being reviewed by the shared governance groups within Continuing Education. Pete will update the committee once it's been seen by all parties concerned.

Mesa College

Tim McGrath presented the Mesa College update.

There are 3 main retreats on campus; a Fall retreat for President's Cabinet to help establish the goals, a Spring PIE retreat to ensure they are on task. and a Spring President's Cabinet retreat to ensure established for the goals for the following year.

CITY College

The City College update was given by Salley M. Deaton and Awana Payne. Salley shared the Mission and Priorities for City College. They were approved by all the shared governance groups at City with one minor change. They are very broad because they cover every aspect of what they do. The Institutional Priorities are reflected in the Program Review. City College is currently focusing on the mid-term report. The SLO report is complete. The report will be included in the mid-term report. As part of the Master Plan the accreditation recommendations are included.

Awana reported on the City classified senate said the Title V Professional Development Committee is continuing to meet and work on the classified piece of the professional development training which will be institutionalized. They are also reviewing new hires as succession planning for current employees.

Otto thanked everyone for their reports.

IV. Review potential goals for 2013-2017

Otto discussed the Preliminary District Strategic Goals 2013-2017 handout. He updated the committee on goal #4 Ensure fiscal solvency through sound fiscal planning and management.

He spoke with Executive Vice Chancellor Bonnie Dowd. He asked for input from the district budget development committee. She asked to wait until after elections. She will provide information within a month or so. He also talked to her about integrated planning from an accreditation perspective. Once the committee has firm goals in place, he will ask for input from the district budget development committee in regards to how the goals will impact budget planning. The translation of this goal into budget and funding decisions will be a spring time activity.

The discussion continued on the preliminary district strategic goals for 2013-2017.

1. Maximize student access, learning and success through exemplary instruction and support services.

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- a. The committee decided to change the word alternative to additional in regard to strategies. There was also discussion on adding more information about student success in Basic Skills and Career Technical Education and transfer programs.
- b. The committee wanted to add more information about student need and assessment outcomes.
- c. After much discussion the committee agreed on the wording with the option to change as new data becomes available toward student success.
- d. No changes were made to this section-regarding enrollment management strategy.

2. Strengthen our institutional capacity through innovation continuous process and system improvement, and staff development.

- a. Leverage technology was changed to use technology to enable innovative approaches in learning, teaching, delivery, and student support.

Tim asked for information from our environmental scan report from the District Research and Planning Office. Otto told the committee we would invite Cathy to the next meeting.

- b. Align organizational and business processes for greater effectiveness and accountability.
- c. Improve internal and external communications which foster prompt and broad feedback and engage in dialogue with stakeholders.
- d. (place holder idea) Expand professional development to align with board of governors state wide mission statement.

3. Enhance collaborations with the community for increased responsiveness to its needs.

- a. Expand and formalize partnerships with K-12 and 4- year-transfer institutions to strengthen academic preparation and student support services.
- b. Maintain active engagement with business and industry to develop solutions for workforce preparation.
- c. Broaden and strengthen outreach efforts and community service which highlight the value of multiculturalism, diversity, equity, and inclusiveness.

4. Adapt to a challenging fiscal environment with sound fiscal strategy. This goal was previously discussed.

5. Lead in sustainable policies and practices.

- a. Establish district and campus policies which promote and reinforce principles of sustainability.
- b. Expand leadership, advocacy and stewardship efforts on campus and in the community.
- c. Incorporate consideration of the environment, community welfare, and future impacts in all infrastructure, operations, and maintenance plans.
- d. (placeholder) Sustainability content across the curricula and in the classroom was discussed as an added item.

There was a continued discussion about adding more information to Goal #2 from CE. Otto asked the CE group to think about Goal 2 to incorporate their thoughts and share with the committee at the next meeting.

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V. Next Steps/meetings

Otto acknowledges how wonderful the conversation has been and asks the committee to send feedback and notes to the committee or directly to him. He will put something together based on the goals and flush them out.

Otto announced the next meeting which is scheduled on December 3, 2012 at Mesa College, 9-10:30 a.m.

There being no further business, the meeting adjourned at 11:30 a.m.