

San Diego Community College District Strategic Planning Committee

APPROVED

**Meeting of November 18, 2010
11:00 AM—Miramar College, Room A-
201a**

MINUTES

PRESENT:

Donald Abbott	Academic Senate Representative—Mesa College
Mary Benard	Vice President of Instruction—City College
M. Salley Deaton	Academic Representative—City College
Daphne Figueroa	Academic Senate President—Miramar College
Theresa Johnson	Classified Senate President—City College (proxy for Awana Payne)
Barbara Kavalier	Vice President of Student Services—Mesa College
Otto Lee	Vice Chancellor of Instructional Services and Planning—District Office
Esther Matthew	Academic Senate President—Continuing Education
Lynne Ornelas	Dean —District Office
Ray Ramirez	Dean—Continuing Education
Susan Schwarz	Dean of Liberal Arts—Miramar College
Sam Shooshtary	Classified Senate Past-President and Vice President—Miramar College

ABSENT:

Awana Payne	Classified Senate President—City College
Franchesca Gade	Student Trustee
Cathy Hasson	Director, Institutional Research and Planning—District Office
Tim McGrath	Vice President of Instruction—Mesa College

STAFF:

Irene Williams	Administrative Assistant, Instructional Services—District Office
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Otto Lee called the meeting to order at 11:10 a.m.

I. Welcome and Introductions

Otto Lee – General Welcome to New and Old Committee Members

II. Approval of April 14, 2010 Minutes

The minutes for April 14, 2010, were approved by consensus via electronic vote.

III. Review of the Annual Strategic Plan Update Process (Otto)

Lee provided an overview of the process, which started in 2004 driven by an accreditation recommendation that indicated a lack of Strategic Planning at the District level. He recognized there were a lot of good planning processes at the Colleges and Continuing Education, but there was no opportunity to put it all together and align with the District. Lee also reminded the committee that the Strategic Plan was not solely a District Strategic Plan. It has been agreed this is a living document that reflects the priorities and shared objectives of Continuing Education and the colleges. The plan should be changed as necessary to reflect the changing goals and priorities of the institutions. The specific mandate of this committee is to issue an update on an annual basis that reflects the updated information. The goal is to issue the update at the end of May. The update is a standing item, to allow the committee to continue to evaluate the ongoing individual goals and objectives and determine which ones translate across institutions.

IV. Standing Item-Updates on Campus Planning (Colleges & C.E.)

Lee invited Continuing Education and the Colleges to present their updates.

Ray Ramirez announced the newest Strategic Plan for Continuing Education, *The Cornerstones for the Future 2010-2012*, was updated and had gone through Shared Governance approval. They also adopted a strategic planning cycle which was in the CE Institutional Self-Study report. Ramirez said CE will review their Strategic Plan in January. Ramirez also added their master plan had been updated.

Salley Deaton presented City's update. The City College master plan was completed and copies were given to CE and the campus representatives. City has also integrated the planning processes of the various departments into one cohesive process and integrated it in the master plan. Deaton said that City has a very innovative year due to the grants they were awarded, summarized in their master plan.

Daphne Figueroa presented Miramar's update. Miramar is going through their integrated planning model; they have incorporated all their plans. They are also updating their educational master plan which included reviewing and refining their program review and SLOAC processes. Figueroa suggested having a link on

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the SDCCD web page that links to CE and the campuses to allow for sharing of Strategic Planning, Master Plan and other important documents.

Barbara Kavalier presented Mesa's update. They have officially implemented their Strategic Planning frame work. Kavalier reported they have identified goals, objectives and performance indicators and priorities for this academic year. They are working on getting everything into Task Stream. They are making good progress.

Lee said that everyone seemed to be on a parallel path. He thanked everyone for their reports and said that the update would be a standing item at each meeting.

V. Update of Performance Indicators and Metrics Data (Lynne)

Lee announced his main agenda item today was to have a discussion about updating data on the goals. Lynne Ornelas provided updated handouts of the following goal objectives:

Goal 1. Increase Access to Continuing and Higher Education Opportunities for all.

Objective B: 1b-1 STEM projects document

Objective C: 1c-2 Student Migration from Noncredit to Credit Highlight of the Findings

Objective D: 1d-6 Tech Prep Annual Report 2008-2009

Goal 3. Assume Strategic Role in Addressing Regional Workforce Development Needs

Objective A: 3a-1 Current/Completed SB70 grants

3a-2 SDCCD CTE Community Collaborative Committee

3a-3 Graph current/completed SB 70 Grants

3a-4 SB 70 Program Impact Report

Objective B: 3b-1 San Diego Community College District FY 2009-2010 Grant Awards

Objective C: 3c-1 List of Current SDCCD Regional Strategic Partnerships

3c-2 SDCCD CTE Collaborative Partner

Objective D: 3d-2 Highlight of the Finding – All Colleges and Continuing Ed

Goal 4. Enhance Professional Development for All Staff

Objective A: 4a-2 MLDA 2009 Workshop Demographics

4a-3 MLDA 2010 Workshop Demographics

4c-2 SLDA 2010 Workshop Demographics

Goal 5. Become a Sustainability Citizen and Advocate within the Community

Objective A: 5a-1 ACCT Green Building Policy

Objective B: 5b-1 Pending- List of Buildings Certifications

Objective C: 5c-2 CTE Community Collaborative Updated Courses/ Programs

Objective D: 5d-1 2009-2010 District-wide Sustainability Activities

Goal 7. Strengthen Our Internal and External Organizational Communications Practices

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Objective B: 7b-1 District Strategic Plan-Evaluation

Lee wrapped up the meeting by discussing how the data and updates should be used. He suggested the data should be used as a tool to assess how well the committee is achieving each of the objectives. He asked for feedback and suggestions once the committee members have had time to review the updates.

VI. Meeting for 2010-2011

The next Strategic Planning Committee meeting would be scheduled via email in late February.

VII. Announcements

A. Handouts:

1. November 18, 2011 Meeting Agenda
2. March 14, 2010 Minutes
3. Goal updates

VIII. Adjournment

Meeting adjourned at 1:00 p.m.