

APPROVED

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

**November 29, 2006
District Office, Room 375**

Minutes

PRESENT:

| | |
|---------------------|--------------------------------------------------|
| Elizabeth Armstrong | Vice President, Instruction – Mesa College |
| Yvonne Bergland | Dean – Mesa College |
| Mary Benard | Dean – City 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 |
| Sam Shoostary | Classified Senate President – Miramar College |

ABSENT:

| | |
|-------------|-------------------------------------------------------|
| June Cressy | Classified Senate President – City College |
| Bill Grimes | Manager, Institutional Research & Planning – District |
| Carl Luna | Academic Senate President – Mesa College |
| Jose Hueso | Classified Senate President – Continuing Education |

GUEST:

| | |
|---------------|------------------------------------------------------|
| Pat Fernandez | Representative for Jose Hueso - Continuing Education |
| Cindy Wijma | Representative for Bill Grimes - District |

CALL TO ORDER:

Meeting was called to order at 4:08 p.m.

I. WELCOME AND ANNOUNCEMENTS

Henry Ingle briefly reviewed the agenda and handouts with the committee. Thereafter, he invited committee members to provide any additional items for the agenda.

II. APPROVAL OF MINUTES

The minutes for October 18, 2006 were approved by consensus with the noted changes.

III. CC BENEFITS

Henry Ingle's office has contacted CC Benefits, but has not received a return call. He promised to follow up on this request and bring updated information to the next meeting.

IV. OPEN DISCUSSION AND REVIEW OF STRATEGIC PLANS

Chancellors Cabinet:

During the last Chancellor's Cabinet, Dr. Ingle provided an update on the committee's progress. Chancellor Carroll and Terry Davis are requesting a final document from the committee, so they can tie it into the budget process by the end of January 2007.

The task for the committee is to review each of the plans, provide feedback and screen some commonalities that the District can play a roll in terms of financial/technical assistance and guidance.

California Community Colleges Five Strategic Planning Goals:

The committee reviewed and discussed how the five strategic planning goals could possibly tie into the three colleges and Continuing Educations planning documents. The three colleges have an Accreditation Focus Midterm Report due in October 2007. The recommendation includes the integration of planning activities for the District and for the colleges. Adding the strategic goals to the report could possibly be a powerful piece.

Strategic Planning Document Review:

Copies of the planning document for each of the colleges were distributed for review. It was noted that Continuing Education will have a planning document in mid-January 2007 and will plan to report on their efforts at the January meeting. The committee's assignment will be to review, provide feedback and list any commonalities on the Review and Analysis Template, and submit their recommendations to Henry Ingle via email by December 15, 2006.

Mesa College Strategic Plan:

The Committee agreed to review the Mesa College plan as a starting point for providing feedback. The plan included four major categories with a portion of their mission statement listed under each category along with several of the baker's dozen goals. The four major categories are as follows:

- Strengthening College Support Infrastructure
- Strengthening College Partnerships and Collaborative
- Supporting Professional/Leadership Development Programs
- Emphasizing Instructional Support/Student Success Initiatives

The planning document can be found on the Mesa College Strategic Planning website. There was general discussion regarding the strengths of the plan and a commitment to provide additional feedback at the January 2007 meeting.

General Discussion Comments:

- There needs to be clarity on the purpose of where we are going and the fact that we have some common goals across the District and colleges that need to be emphasized.
- The idea of a living organic planning process is really a two-way street and each college has to collaborate back and forth to refine those goals and make them work across the District.
- Each college and program may have some unique goals, but there also should be at least some commonalties and the strategic planning process should be used to help pinpoint these elements and value a districtwide planning system.
- Think of the strategic planning as aligning our goals with each other.
- Review the benchmarks across other institutions of learning and the programs and services as well as changes of the composition of the populations we serve and how we are serving them.
- Strategic Planning should come from the culture of the campus, and with the same set of operational criteria.
- Begin moving toward Enrollment Management and Growth Strategies.
- Plans should be integrated and should be a living, and evolving document (organic)
- It is easy to make decisions when you have a process, but at this point, processes are still evolving.

- The documents should be simplified, refined and easy to read and understand.
- Need exists to begin creating plans for unforeseen/contingency planning.

V. MEETING ADJOURNED AT 6:10 P.M.

The next Technical Strategic Planning Committee meeting will be scheduled for **January 2007** via email from the District Office to coincide with dates the DGC meets.

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