



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

Strategic Planning Committee

October 1, 2020

3:00p.m. – 4:10 p.m.

Zoom

Meeting Minutes

Present:

Antonio Alarcón, Natalia Córdoba-Velásquez Alarcón, Paul Alexander, Stephen Bass (guest), Stephanie Bulger, Bridget Herrin, Carol Hilliard (scribe), Ramon Knox, Charlie Lieu, Jessica Luedtke, Susan Murray, Kate Woodward, Brennan Pearson, Daniel Miramontez, Neill Kovrig, John Bromma, Laura Murphy

The meeting began at 3:00 p.m. Dr. Stephanie Bulger welcomed the committee and provided an update on the committee purpose, sharing the committee composition and charge handouts. There were no requests for additional agenda items.

1. Approval of April 30, 2020 Minutes

- a. The April 30, 2020 minutes were reviewed, and a motion to approve the minutes was made by Ramon Knox, seconded by Antonio Alarcón, and carried.

2. Progress on Annual Update 2019-2020

- a. Antonio Alarcón shared progress of the Annual Update 2019-2020 is set to begin in October, and the draft will be shared with the committee for feedback and input, and will be published in spring 2021. The draft will then go to the Chancellor's Cabinet.
- b. Stephanie Bulger clarified the draft includes input from all of the vice chancellors, then the committee reviews for feedback and input. Additionally, each institution provides its own progress based on institution strategic planning work.

Action Item: In October, Instructional Services to draft template and base language of the Annual Update 2019-2020 for feedback and input by the vice chancellors.

3. District Strategic Plan Development, Approval, and Implementation Process

- a. Bulger reviewed the updated draft of the flowchart with the committee. She noted the committee's comments from the April meeting were incorporated, resulting in a clearer articulation of the process.
 - i. Laura Murphy inquired where the draft goals and objectives come from; Stephanie Bulger clarified they derive from the committee.
- b. After a detailed review of the flowchart, the committee had no further questions, and agreed with the simplified format.

4. District Strategic Plan Development and Implementation Timeline FY2022-FY2025

- a. Stephanie Bulger provided the committee with background information whereas the past recommendations of the committee were:
 - i. The creation of a subcommittee who will collaborate on themes and draft language for the strategic plan.
 - ii. The draft would then be reviewed by the full committee and feedback would be incorporated.
 - iii. The plan would be sent by the committee to the Chancellor's Cabinet and institutions for review.
 - iv. The committee would meet again in February 2021, discuss revisions, and recommend a final draft which would go through the District Governance Council and institutional reviews.
 - v. The plan would then be submitted to the Board of Trustees for acceptance and approval.
- b. The committee reviewed the timeline and agreed the timeline appeared to be a bit short to accomplish all of the outlined tasks considering the current efforts and cycles at each of the institutions.
 - i. Bridget Herrin shared that Mesa's goals will not be ready until November. Mesa is aligning institutional goals and the Master Plan is in development stages.
 - ii. Jessica Luedtke shared Continuing Education will be starting its process sometime in the spring. The alignment of time in these efforts may be solidified once the accreditation planning coordinator is staffed.
 - iii. Daniel Miramontez shared Miramar's strategic direction has not been finalized yet.
 - iv. Susan Murray stated City has just started the process, and will be finalizing in the spring.
- c. The committee discussed cycles for each institution specific to its Strategic Plan, Accreditation and Master/other plan development. A document

summarizing the institution cycles, and timelines for each cycle will be created by Instructional Services. This document will provide the opportunity for the committee to discuss any alignment efforts.

Action Item: Stephanie Bulger offered that Instructional Services will map the institution cycles and timelines so the committee may have a visual of the overarching processes and collaborative opportunities.

- d. The committee recommended the current Districtwide Strategic Plan be extended a full fiscal year. During this extended period, the committee would use this time to see how planning and cycles occur at the institutions, align where it makes sense, and begin the process for the thematic analysis.
 - i. Jessica Luedtke suggested to vote to extend the plan one year as institutions have revised their cycles recently.
 - ii. Laura Murphy suggested some information could be worked through in a small group, but it appears a spring timeline may be where the committee will focus its efforts for developing a new Districtwide Strategic Plan FY 2022-FY2025.
 - iii. Brennan Pearson suggested if the committee created a rough outline by December, it may be easier to go more in depth come springtime.
 - iv. Stephanie Bulger reiterated two committee proposals: 1) The recommendation the Districtwide Strategic Plan be extended a full fiscal year; and 2) Develop a rough outline to be used in the spring
 - Laura Murphy shared faculty feedback perspective was some concern over why we may be long term planning during an unprecedented time we are adjusting to a “new normal” that may require further adjustments.
- e. Stephanie Bulger inquired with the committee if there were any oppositions of an extension. With no oppositions, the committee voted in favor of the recommendation to the Chancellor’s Cabinet to extend the current Districtwide Strategic Plan for one more fiscal year.

Action Item: Stephanie Bulger will speak with the Chancellor’s Cabinet about extending the Districtwide Strategic Plan for one more fiscal year.

- f. The committee agreed to meet once more this semester, and twice next semester. The committee discussed and chose December 10, 2020 as the next meeting date.
 - i. Jessica Luedtke recommended each institution review their cycle (as a starting point), and determine whether there are opportunities

to align or see rationale behind planning and items connected.

5. Future meetings

- a. The next committee meeting will be on December 10, 2020.
 - i. Natalia Córdoba-Velásquez Alarcón will present a briefing on the Environmental Scan, and will use an interactive tool to capture committee feedback during the meeting.
 - Data from the work with Centers of Excellence may be completed by Institutional Research and Planning some time in November that will be shared with the committee.
 - Materials for the December meeting will be shared 5-7 days in advance of the meeting to give the committee members time for review.

Action Item: Institutional Research and Planning will share Centers of Excellence data with the committee in November.

Action Item: Materials for the December committee meeting will be shared one week in advance of the meeting.

There being no additional business, the meeting adjourned at 4:10 p.m.