



Santa Monica Community College District
Strategic Planning Task Force
MEETING -MARCH 21, 2008
MINUTES

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Friday, **March 21, 2008** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard. Santa Monica, California.

I. Call to Order: 1:35 p.m.

II. Members Present

Administration: Katharine Muller
Management Association: Erica LeBlanc
Kiersten Elliott
Academic Senate: Richard Tahvildaran-Jesswein
Faculty Association: Kathy Sucher
Bill Price
CSEA: Tom Carter
Leroy Lauer
Associated Students: None
Facilitator: Bill Reckmeyer
Staff Support: Lisa Rose

III. The Minutes of February 22, 2008 were reviewed and accepted.

IV. Review feedback from Flex Day Presentation: The overall presentation was well-received. However, there was some confusion about the chart at the end of the presentation, so it was agreed that the chart needs to be reviewed and revised. In response to some disappointment expressed that the Mission, Vision and Goals was not part of the presentation, it was clarified that the Mission, Vision and Goals statement has already been approved by DPAC and has been forwarded to the Superintendent/President for consideration.

IV. Strategic Initiatives

It was agreed that there needs to be more information acquired on what efforts are currently underway in areas identified by the four strategic initiatives before the SPTF can proceed with developing action plans. Richard Tahvildaran-Jesswein agreed to contact faculty leaders to obtain reports/information which will be sent electronically to the SPTF members by March 28th. The *Master Plan for Education* will also be included with these reports. The documents will be reviewed by the SPTF members before a special meeting scheduled for April 4th. Following that meeting, the strategic initiatives will be sent to DPAC for consideration.

Following are additional comments made during the discussion:

- There was a reminder that the Strategic Initiatives identified are those that need more attention during the next 3-5 years; other priorities that are in good shape (i.e., transfer, academic areas) do not need to be identified as strategic initiatives.

- During the assessment of efforts in the areas of the strategic initiatives, credit should be taken for "low-hanging fruit" (i.e., Global Citizenship, Basic Skills Initiative), and the infrastructure for Sustainability, Vocational Education should be evaluated.
- Priorities should be developed independent of budget issues; there will never be enough funding to do everything and decisions will be needed to allocate funds;
- The most important benefit of this process is engaging the college community in the discussions
- Maximum and minimum level of action plans will need to be identified

V. Discussion of Strategic Action Plans: Deferred to next meeting

VI. Adjournment: 3:25 p.m.

Strategic Planning Task Force Meetings schedule, through June 2008:

Fridays, 1:30-3:30 p.m., Drescher Hall 300-D (the Loft)
April 4th at 10 a.m. (special meeting)
April 18
May 30
June 20 (hold)

SMC STRATEGIC PLANNING TASK FORCE

Calendar of Activities 2007-2008

September 21, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Revised Strategic Issues Narrative (Student Learning and Achievement) ♦ Reviewed and Discussed Vision, Mission and Goals. Established work group to draft for discussion at meeting on October 19th ♦ Discussed Activities for 2007. Reconvened narrative work groups to develop strategic goals in four categories
October 5	Work group meets to discuss Mission, Vision, Goals and Values
October 5-17	Mission, Vision, Goals and Values work group will develop a draft to present at the meeting on October 19th
September 24- October 17	Narratives work group to draft 5 (plus or minus 2) strategic goals for their respective categories to present at the meeting on October 19th.
October 19, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Review draft of Mission, Vision, Goals and Values ♦ Review suggested strategic goals for four strategic categories
October 22- through end of November, 2007	SPTF continue drafting strategic initiatives for campus-wide distribution
November 29	<ul style="list-style-type: none"> ♦ Review Mission, Vision and Goals ♦ Review Summary of Strategic Initiatives
December 7, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Review Mission, Vision and Goals ♦ Review List of Strategic Initiatives ♦ Discuss Schedule for Distribution
December 12, 2007	<p>DPAC Meeting</p> <ul style="list-style-type: none"> • Report on Mission, Vision and Goals; Strategic In
January 2008	Distribute Strategic Planning Task Force Update camp
January 18, 2008	<u>SPTF Meeting</u>
January 23, 2008	<p><u>DPAC Meeting</u></p> <ul style="list-style-type: none"> ♦ Presentation of Mission, Vision and Goals (for approval) ♦ Presentation of Strategic Initiatives (for information)

February 22

SPTF Meeting

March 4	<u>Institutional Flex Day</u> Preview to college community <ul style="list-style-type: none"> ♦ Mission, Vision, Goals and Values ♦ Strategic Initiatives
Spring 2008	Develop Strategic Action Plans
March 21	<u>SPTF Meeting</u> <ul style="list-style-type: none"> ♦ Review of feedback from Flex Day Presentation ♦ Final Mission, Vision and Goals ♦ Discussion of Strategic Action Plans
March 28	Reports on Global Citizenship, Sustainability, Basic Initiative, Vocational (Career Technical) Programs to for review
April 4	<u>SPTF Special Meeting</u> <ul style="list-style-type: none"> • Review Strategic Initiatives • Review reports on Global Citizenship, Sustainability, Basic Skills Initiative, Vocational (Career Technical) Programs
April 9	<u>DPAC Meeting</u> <ul style="list-style-type: none"> • Present Strategic Initiatives to DPAC •
April 18	<u>SPTF Meeting</u>
May 30	<u>SPTF Meeting</u>
June 20	<u>Hold</u>
End of Spring	Develop action plans for the strategic goals identified in Fall 2007

2008-09	Implementation phase of the action plans for the strategic goals
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