



Santa Monica Community College District  
**Strategic Planning Task Force**  
**MEETING -MARCH 28, 2007**  
**MINUTES**

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Wednesday, **March 28, 2007**, at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order: 3:04 p.m.

II. Members Present

Administration:	Randy Lawson Katharine Muller
Management Association:	Al DeSalles Steve Myrow
Academic Senate:	Richard Tahvildaran-Jesswein Nancy Grass Hemmert
Faculty Association:	Bill Price Kathy Sucher
CSEA:	Cecil Godbold Leroy Lauer Vivian Rankin-Scales Bernie Rosenloecher
Associated Students:	Victoria Pregler Jason Van Buren Tamar Jacob
Members Not Present	Bernie Rosenloecher Jason Van Buren
Others Present:	Bill Reckmeyer, Facilitator Lisa Rose, Task Force Assistant

III. Responses to Survey #1

- Survey #1 generated over 1,200 comments from 400+ members of the college community. A sub-group of Task Force members consisting of a representative of each constituency categorized the survey responses. A summary (attached) was prepared and presented at the meeting.

IV. Development of Survey #2

- A draft of survey #2 was developed, based on the list of critical issues identified by survey #1. The college community will be encouraged to respond by rating the following eight categories on a scale of 0 to 3: 0 not important, 1 important, 2 more important, 3 most important:

Attract and Retain Students

- Equity
- Satellite campuses
- Student support and services
- Access to resources for success

Educational Innovation and Leadership

- ♦ Vocational programs
- ♦ Globalization
- ♦ Curriculum Development

- ♦ Class size

Funding and Resources

- New sources of funding
- Staffing
- Research
- Professional Development

Green Campus

- Environmental Sustainability

Improve Collegiality

- Communication
- Leadership
- Governance

Parking and Transportation

Technology Innovation and Leadership

Welcoming Campus

- Clean
- Functioning workplace

- The timeline for distribution of Survey #2 was determined. A draft will be distributed to the Task Force members during the week of April 2<sup>nd</sup>. The survey will be available before spring break (April 9-16). The deadline for response is April 20, 2007.
- Groups and departments will be encouraged to submit institutional responses
- A preamble will include a confirmation of the District's overarching goals of student success and fiscal stability, with the purpose of developing a set of sustainable strategies.

V. Adjournment: 5:35 p.m.

Strategic Planning Task Force Meeting schedule, through June 2007:

April 25  
May 23  
June 27

## SMC STRATEGIC PLANNING TASK FORCE

### Calendar of Activities March 28-May 23, 2007

March 28	<u>SPTF Meeting</u> <ul style="list-style-type: none"> <li>♦ Reviewed responses to Survey #1</li> <li>♦ Identified critical issues</li> <li>♦ Developed draft of and timeline for Survey #2</li> <li>♦ Send to task force members for input</li> </ul>	
April 2-4	<b>Lisa</b> Finalize survey and send to Task Force members and Bill for input	
April 4	<b>Bruce</b> on behalf of SPTF Email announcement to faculty, staff and students that survey #2 is available on line (with link), responses due April 20  <b>Task Force members</b> should use every opportunity to encourage participation	
April 5-20	College input on Survey #2	
April 23-25	<b>Task Force members</b> Review Results of Survey #2	
April 25	<u>Task Force Meeting</u> <ul style="list-style-type: none"> <li>♦ Review strategic issues identified by Survey #2</li> <li>♦ Plan for College-wide Forum on May 9th</li> </ul>	
May 9	College-wide Forum	
May 10-18	Refine and Prioritize Strategic Issues	
May 18	Distribute final set of strategic issues for college-wide review	
May 23	<u>Task Force Meeting</u> <ul style="list-style-type: none"> <li>♦ Finalize strategic issues and establish priorities for 2007-08</li> </ul>	

Santa Monica Community College District  
**Strategic Planning Survey #1**  
**March 2007**

**Responses**

Group	Hard copy	Electronic	Total
Trustees	1		1
Faculty	184	61	245
Classified	45	47	92
Managers	18	12	30
Students	12	0	12
Blanks	19	2	21
Total	279	122	401

<b>COLLEGE ISSUES</b> (and Sub Categories)	Faculty	Classified	Managers	Students	Blank	Total
<b>Parking and Transportation</b> Public transportation Use of satellite campuses	112	59	5	1	9	186
<b>Communication</b> Collegiality Communication building Collaboration Internal Relations Community Relations Mutual Respect	81	68	14	0	5	168
<b>Student Success</b> Support Services Child Care Tutoring Student Handbook Scholarships Retention Bookstore	92	31	20	1	3	147
<b>Academic Affairs</b> Curriculum Development Academic Standards Academic Honesty Class size Vocational Education Distance Education	112	24	7	3	4	150
<b>Facilities/ Buildings/Grounds</b>	65	61	8	8	4	146
<b>Staffing</b> Faculty Counselors Classified Management	50	21	10	1	8	90

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<b>Budget/Funding</b>	39	22	12	0	1	74
<b>Technology</b>	52	12	6	0	1	71
<b>Governance &amp; Leadership</b> <i>Mission/vision</i> <i>Shared governance</i>	34	21	2	0	0	57
<b>Resources</b> <i>Research</i> <i>Media Services</i>	37	6	3	1	0	47
<b>Environmental</b> <i>Greening</i> <i>Smoking</i>	27	9	0	1	3	40
<b>Professional Development</b>	21	6	4	0	1	32
<b>Food</b>	13	13	0	1	0	27
<b>Policy and Procedures</b>	5	13	6	0	2	26
<b>Equity and Diversity</b> <i>Globalization</i>	17	3	0	0	0	20
<b>Collective Bargaining</b> <i>Load factor parity</i> <i>Parity Pay</i>	16	4	1			21
<b>Enrollment</b>	10	1	2	0	0	13
<b>Health Benefits</b>	7	3	0	0	0	10

<b>ADDITIONAL ISSUES</b>
<b>Faculty</b>
Bookstore Organization <i>Textbook costs</i>
Community involvement/concerns
IDS
Adjunct faculty - office hours/ pay, benefits
Tutoring for students
Under-prepared students/ student apathy
Sabbaticals
Teaching load
Office space

<b>ADDITIONAL ISSUES</b>
<b>Classified</b>
Career laddering
Telecommuting
Personnel Commission

<b>ADDITIONAL ISSUES</b>
<b>Managers</b>

<b>ADDITIONAL ISSUES</b>
<b>Students</b>