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**YCCC Strategic Planning 2016-2017**

**Meeting Notes, October 13, 2016 (DRAFT)**

**Strategic Planning Members (**[x] **: indicates attendance)**

[x]  Nicholas Gill (Chair)

[x]  Cathleen Ferrick

[x]  Brittany Heaward

[ ]  Margaret “Peg” Wheeler

[x]  Audrey Gup-Matthews

[x]  Samuel Ellis

[ ]  Student representative (not yet appointed)

Community members in attendance: **None**

Meeting recorder: **Nicholas Gill (Chair)**

**1. Call to order and roll call**

* Meeting to order at 9:04 AM

**2. Approval of meeting notes - N/A (last meeting of 2015-2016 was a working session breakout)**

* No action taken

**3. Review and approval of agenda**

* Agenda presented by the chair. The meeting schedule with the NEASC visit committee to be held at 9:00AM on Monday, 10/17/2016.
* All SPC members in attendance today will be at that meeting on Monday in the President’s Office. There were no other additions or deletions made.

**4. Updates**

 **4.1 Note taker in accordance with Article V, Section 2 of SPC bylaws**

* Note taker appointed by College President is Paul Gurney, Business Manager.
* Paul starts at YCCC on 10/17/2016

**4.2 Achieve the Dream – What is it? How will it fit in?**

* Chair presented an overview of the ATD Data & Analytics Summit from 9/7-9/9/2016

**4.3 Share collateral packet that will be distributed to the visiting NEASC team**

* Documents include:
	+ Strategic Plan Primary Structure (doc)
	+ 2015-2016 Annual Committee Goals / Charges (doc)
	+ Connecting MCCS Strategic Goals with YCCC Strategic Goals (doc)
	+ Goal Alignment Matrix (xls)
	+ Strategic Plan Flowchart: 2016-2017 (doc)
	+ 2015-2016 End of Year Report (ppt)

**5. Old business**

* None to report (but see updates).

**6. New business**

 **6.1 Meeting scheduling, what times work best? (A)**

* Team will plan to meet on Thursday mornings after 9:00AM.
* Chairperson will schedule meetings out through the end of the term (2-3)

**6.2 Chairperson selection (A)**

* Nicholas Gill, Associate Dean of IR & Planning nominated by Samuel Ellis
* Seconded by Audrey Gup-Mathews
* All in favor
* Nicholas Gill accepts.

**6.3 Overview of strategic plan structure (D)**

* “A Practical Guide to Strategic Planning in Higher Education (K. Hinton, 2012)
* Hinton (2012) aligns with MCCS 2016-2020 strategic plan as well as YCCC committee work from 2015-2016.
* 2016-2017 work will center on creating interconnection actions and measures aimed at accomplishing the strategic goals within the confines of YCCC financial and human resources.

**6.4 Review five strategic goals from 2015-2016 committee work (D)**

* Pursue educational excellence by promoting and measuring student success in all forms.
* Enhance collaboration and strengthen connections to meet community needs.
* Maintain and advance our technological and physical infrastructures to meet the needs of the college community.
* Continually assess and improve accountability and resource stewardship focused on efficiency and effectiveness.
* Foster innovation by investing in and empowering our employees.

**7. Announcements**

* None

**8.** **Public Comment**

* None

**9. Adjournment**

* + Meeting adjourned by Nicholas Gill at 9:56 AM