

**Strategic Planning Committee**

**Thursday: October 31, 2019**

**2:00 – 3:00 in the Clocktower Conference Room**

**Strategic Planning Committee Meeting Notes**

**Date:** November 14, 2019

**Present:** Nicholas Gill, Chair

 Lisa Murphy, Faculty

 David Susman, Faculty

Brittany Heaward, Appointee from Student Affairs

 Danielle Ebbrecht, Appointee from Academic Affairs

 Kristen Wiegand, Appointee from Workforce and Community Education

 Amber Tatnall, Guest

**Call to order and roll call:**

* Meeting called to order by Nick Gill at 2:30 pm

**Updates:**

* Nick explained that because Paul Gurney is no longer a YCCC employee, Sam Ellis will be considering a new representative from the Finance and Administration Division.
* Because some of our meeting last time was spent discussing the YC Budget process, Nick passed out a copy of a newly acquired document called, “The YCCC Budget Process” and gave Committee members time to read it and reflect on it since we had never seen it before. There was discussion about the document—some of the steps outlined in the document we feel that the College is doing, and we felt there were some processes listed in the document where the College fell short. The discussion is particularly important since there is a significant relationship between strategic planning and the budget.
* Nick passed out a document titled “Institutional Strategic Framework and Foundation” for the Committee to review. This lead to rich discussion about how the document could be used by the Committee. One suggestion was using the MCCS goals, have the Committee set the objectives and the divisions or departments come up with the strategies. Nick offered to reach out to the other MCCS schools to see what their objectives look like. Lisa stressed that getting feedback from all campus constituencies about the objectives would be important. The Committee discussed how that could be done—meetings, surveys, dot exercises were mentioned. It was suggested that our Committee brainstorm a list of possible objectives and then survey the campus—preferably through a dot exercise.
* The Committee quickly spoke about the campus survey that evaluated the current Strategic Plan structure and usage. 17 people responded. Although not an overwhelming number, the survey did demonstrate consistent trends that respondents support the pertinence of the core components of the plan, but feel overall that they are not utilized or implemented to the proper degree.
* Nick shared feedback from Dr. Knapp about using the MCCS Strategic Plan and the three pillars: Get Them In, Get Them Through, Keep Them Connected as a framework for our own strategic planning process. Nick explained that Dr. Knapp was not particularly in favor of this idea.

**New Business:**

* The team looked at the current Committee Bylaws and recommended two very minor changes. The Committee also recommended adding representatives from the areas of IT and Workforce Development. Nick will take appropriate steps for those two items with College Council so the by-laws can be amended. Nick also said he would reach out to Eric when he returns to campus to discuss the option of adding a rep from IT.
* Nick will communicate the Committee’s progress and updates to the President’s Cabinet.
* The next meeting will serve as a brainstorming session of possible objectives for the strategic plan.