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**YCCC Strategic Planning 2015-2016**

**Meeting Minutes, January 26, 2016**

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

[x]  Nicholas Gill (Chair)

[x]  Maria Niswonger

[x]  Tami Gower

[x]  Dana Petersen

[x]  Brittany Heaward

[x]  Audrey Gup-Matthews

[x]  Angela Nadeau

[ ]  Student representative (not appointed)

Community members in attendance: None

Meeting recorder: Nicholas Gill, Notes: Angela L. Nadeau

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

Nicholas, called meeting to order at 1:06PM

**2. Approval of November 2015 minutes**

Angela – motion to approve with change to spelling of Haeward to Heaward, Dana seconded, approved (unanimously)

Discussion: Change the name of meeting “minutes” to “notes”. Committee agreed unanimously. Maria abstain.

**3. Review and approval of January 26, 2016 agenda**

Amendment to agenda:

* + Change to agenda: Add item 6.5 – MDOL data from Angela Nadeau
	+ Correction: remove duplicate item 6.2
	+ Correction: remove deferred status label from “Old Business”

Tami – motion to approve agenda as amended, Maria seconded, approved

**5. Old business**

**5.1 Appointment of note taker via Dr. Finkelstein (I)**

Jason Goldstein appointed, term ends May 2016

**6. New Business**

**6.1 Review “Directions and Actions Dean’s Inventory” results**

*Discussion succeeded, the committee noted:*

* + - Incongruity between dean reports on enrollment growth target (tabled vs. priority); enrollment growth target might have changed as a result of MCCS SP change
		- Concerns regarding “Directions and Actions” as current YC strategic plan goals are not ‘strategic’ in description
		- Concerns regarding distance learning support and new changes with Bb recorded as “done” in the inventory.
		- Current SP as practical steps vs. strategic direction; concerns about realistic goals
		- Changes in YCCC Strategic Plan related to new building, campus expansion, distance education and other unknown factors
		- Budget and funding in relationship to SP is unknown

*Proposed Action:*

* + - Audrey will research FEMA grant
		- Continue discussion regarding campus expansion and development and impact upon SP
		- Nick to ask institutional leadership for more direction/clarification regarding Sanford site and YC budget

**6.2 Review articles highlighting potential student populations and demographics (I)**

*Discussion succeeded, the committee noted:*

* + - Population changes in Maine: overall decrease, oldest in nation
		- Possible student population outside of Maine/throughout Maine; online options
		- Job creation and markets are in major cities in Maine and impacts upon York County.
		- Discussed the awareness of college in York County; including website usability, access and attention
		- Data needs and further analysis; more data about non-traditional student population, use of AMR study
		- Many formats of study/schedule to consider given potential student population,

*Proposed Action:*

* No proposed action at this time

**6.3 Examine Data: Master Planning Survey Results (D) – Tabled**

**6.4 Examine Data: Aslanian Market Research Summary (D) – Tabled**

**6.5 Review “Goal Alignment” concept for February 9, 2016 meeting (I) – Tabled**

**6.6 Review Maine Department of Labor – Labor market information 2012-2022**

*Discussion succeeded, the committee noted:*

* + - Labor force in York County: Health care fastest growing, service sector growing compared to manufacturing industry.
		- Changes in MCCS staff/leadership impact upon system-wide and local campus changes
		- Community college stigma vs. what we have to offer for programs/academic
		- Use of workforce for enrollment; partnerships with regional industry and companies to build programs of study and increase enrollment.
		- Overall Maine is changing from a production climate to a service industry.
		- Course cancellations and impact on program of study; sequencing concerns

*Proposed Action:*

* No proposed action at this time

**7. Announcements**

*Proposed Action:*

* Nick to distribute 2004 YCCC SWOT analysis to SPC members.
* Discuss AMR data and Master planning survey at the next meeting

8. **Public Comment** – None

9. **Adjournment**

* + Meeting adjourned by Nicholas Gill at 2:32PM