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Santa Monica Community College District
Strategic Planning Task Force
MEETING -MAY 23, 2007
MINUTES

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Wednesday, **May 23, 2007**, at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order: 3:35 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:	Vivian Rankin-Scales
Associated Students:	Victoria Pregler Tamar Jacob
Members Not Present:	Cecil Godbold Leroy Lauer Vivian Rankin-Scales Bernie Rosenloecher Jason Van Buren
Others Present:	Bill Reckmeyer, Facilitator Lisa Rose, Task Force Assistant

III. Follow Up from Public Forums

Three public forums were held on May 9th, 10th and 11th to obtain further input from the campus to help develop the major strategic issues at SMC. Variations of the themes already identified were suggested; there were no significant new ideas. It will be critical to continue public forums next year to include the campus constituencies in the strategic planning process.

It was agreed that guiding principles be developed as the critical issues are identified to help shape the overall effort. The vision, mission and goals will most likely become the guiding principles. The mission statement will be reviewed and revised, and the goals may form the guiding principles.

The group was reminded that the Task Force was created to exercise its judgment while developing the strategic issues and to focus on the greater good of the college.

IV. Vision, Mission and Goals

The vision should be the goals for the future. This statement will change the most.

The Mission statement is what the college is now and will continue to be in the future. This statement will change the least.

The Goals should reflect the core values of the college and be very clear and specific.

V. Finalize Strategic Issues

Several critical issues that have been identified are linked, and there are efforts by the college already in progress in several areas.

It was determined that the eight priorities identified by the college campus fall into four broad categories. A document will be prepared to present the eight priorities grouped into the four major categories, with a narrative to for each major category that describes the issues and how they are linked..

**Please note that the Task Force members listed under each category have been charged with writing the narrative for that category.*

The name of the category may be determined by the content of the narrative.

Category 1 - Student Success

Attract and Retain Students

Parking and Transportation

Welcoming Campus

**Narrative to be written by: Richard Tahvildaran-Jesswein, Kathryn Sucher, Victoria Pregler and Tamar Jacob*

Category 2 - Innovation and Leadership in Serving Students

Educational

Technological

Environmental

**Narrative to be written by: Nancy Grass Hemmert, Katharine Muller and Mona Martin*

Category 3 - Improve Collegiality and Communication

**Narrative to be written by: Steve Myrow, Bernie Rosenloecher, and Vivian Rankin-Scales*

Category 4 - Funding and Resources

**Narrative to be written by: Randy Lawson, Al DeSalles, and Bill Price*

A draft of the recommendation will be presented to the Strategic Planning Task Force on June 27th. It will be finalized and presented to DPAC at its meeting on July 11th.

VI. Adjournment: 5:32 p.m.

The next meeting will be held on Wednesday, June 27, 2007 at 3 p.m.

Agenda;

- Review Recommendations and Narratives to submit to DPAC on July 11, 2007
- Review and Discuss Vision, Mission and Goals
- Schedule of Meetings for 2007-08
- Activities for 2007-08

SMC STRATEGIC PLANNING TASK FORCE

Calendar of Activities
March 28-July 27, 2007

March 28	<u>SPTF Meeting</u> <ul style="list-style-type: none"> ◆ Reviewed responses to Survey #1 ◆ Identified critical issues ◆ Developed draft of and timeline for Survey #2 ◆ Send to task force members for input
April 2-4	Finalize survey and send to Task Force members and Bill for input
April 4	<p>Email announcement to faculty, staff and students that survey #2 is available on line (with link), responses due April 20</p> <p>Task Force members should use every opportunity to encourage participation</p>
April 5-20	College input on Survey #2
April 23-25	Task Force members Review Results of Survey #2
April 25	<u>Task Force Meeting</u> <ul style="list-style-type: none"> ◆ Review strategic issues identified by Survey #2 ◆ Plan for College-wide Forum on May 9th
May 9, 10 and 11	College-wide Forums
May 10-18	Refine and Prioritize Strategic Issues
May 18	Meeting of at least one representative from each constituency to discuss feedback at college-wide forums and prepare a description of the initiatives to present at Task Force meeting on May 23
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"> ◆ Finalize strategic issues and establish priorities for 2007-08 ◆
June 27	<u>Task Force Meeting</u> <ul style="list-style-type: none"> ● Review Recommendations and Narratives to submit to DPAC on July 11, 2007 ● Review and Discuss Vision, Mission and Goals ● Schedule of Meetings for 2007-08 ● Activities for 2007-08
July 11	<u>DPAC Meeting</u> Present document to DPAC