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Santa Monica Community College District
Strategic Planning Task Force
MEETING -JUNE 27, 2007
MINUTES

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Wednesday, **June 27, 2007**. at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order: 3:40 p.m.

II. Members Present

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

III. Review Recommendations and Narratives to submit to DPAC

Issues within four major strategic categories have been identified and draft narratives have been developed. It was agreed that the narratives should be consistent in terms of structure. Accordingly, the document will include an executive summary, one page for each category with an introduction, the issues (bullets, effort and/or activities underway, what needs to be done.) A diagram will be included that shows the interconnection and relativity among the four categories.

Nancy Grass Hemmert, Katharine Muller and Mona Martin agreed to edit the narratives, and forward them to the Task Force for review. The final version will be submitted to DPAC on July 25th.

An annual report that includes the purpose of strategic planning, the engagement and communication process, results for 2006-07 and plans for 2007-08 will be prepared.

IV. Activities for 2007-08

In 2007-08, the Strategic Planning Task Force will focus on goals and action plans to address the strategic issues identified in 2006-07.

- In the fall 2007, the Task Force will utilize the same "accordion" process to communicate and collaborate with the campus community to develop a list of initiatives. The process will be accelerated and involve subcommittees and email communications. From this process, three to five initiatives will be identified by winter break.
- In spring 2008, the Task Force will develop action plans for the three to five initiatives identified in the fall. The implementation phases, timetables, stakeholders, and necessary resources will be determined by the end of the spring.

The implementation phase of the strategic action plans will occur in 2008-09.

V. Schedule of Meetings, 2007-08

Fridays, 1:30-3:30 p.m., Drescher Hall 300-D (the Loft)

2007

July 20
August (no meeting)
September 21
October 19
November (no meeting)
December 7

2008

January 18
February 22
March 21
April 18
May 30
June 20 (hold)

VI. Review and Discuss Vision, Mission and Goals

Deferred to July meeting

VII. Adjournment: 5:10 p.m.

July 20, 2007 Meeting Agenda;

- Review Recommendations and Narratives to submit to DPAC on July 11, 2007
- Review and Discuss Vision, Mission and Goals

SMC STRATEGIC PLANNING TASK FORCE

Calendar of Activities July 2007 - June 2008

In the fall 2007, the Task Force will utilize the same "accordion" process to communicate and collaborate with the campus community to develop a list of initiatives. The process will be accelerated and involve subcommittees and email communications. From this process, three to five initiatives will be identified by winter break.

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| July 20, 2007 | <u>SPTF Meeting</u> Review Recommendations and Narratives to submit to DPAC on July 25, 2007 Review and discuss Vision, Mission and Goals |
| September 21 | |
| October 19 | |
| December 7 | |

In spring 2008, the Task Force will develop action plans for the three to five initiatives identified in the fall. The implementation phases, timetables, stakeholders, and necessary resources will be determined by the end of the spring.

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| January 18, 2008 | |
| February 22 | |
| March 21 | |
| April 18 | |
| May 30 | |
| June 20 (hold) | |