



Santa Monica Community College District
Strategic Planning Task Force
MEETING -OCTOBER 19, 2007
MINUTES

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Friday, **October 19, 2007** at Santa Monica College, Drescher Hall Room 300-E (the Loft), 1900 Pico Boulevard. Santa Monica, California.

I. Call to Order: 1:40 p.m.

II. Members Present

Administration: Randy Lawson
Katharine Muller
Management Association: Kiersten Elliott
Mona Martin
Academic Senate: Richard Tahvildaran-Jesswein
Nancy Grass Hemert
Faculty Association: Bill Price
Kathy Sucher
CSEA: Leroy Lauer
Vivian Rankin-Scales
Bernie Rosenloecher
Associated Students: None
Facilitator: Bill Reckmeyer
Staff Support: Lisa Rose

III. The minutes of Strategic Planning Task Force meeting of September 21, 2007 were reviewed.

IV. Report from Work Group on Motto, Mission, Vision and Goals

A draft of a revised Motto, Mission, Vision and Goals document was distributed and reviewed. Additional revisions were made (see attached). There will be continued review and modification of this document before it is presented to DPAC and is ready for campus-wide distribution by the end of the fall 2007 semester.

V. Report from Work Group on Strategic Initiatives

Drafts of strategic initiatives were submitted by the *Innovation and Leadership in Serving Students* and the *Student Learning and Achievement* work groups. It was agreed that the strategic initiatives in *Student Learning and Achievement* should be expanded to parallel the language in the *Innovation and Leadership in Serving Students*. The other two areas still need to be submitted - *Improve Collegiality and Communication* and *Funding and Resources*. Since there is no meeting in November, the rest of the process for preparing a survey to obtain campus-wide input will be handled electronically. After the strategic issues in all four areas are forwarded to Lisa Rose, they will be consolidated, reformatted (clustered), sent back out to SPTF for consensus, and then distributed campus-wide by the end of October with responses due by Thanksgiving. The top three or four strategic goals will be determined and discussed at the meeting on December 7th.

VI. Adjournment: 3:45 p.m.

Strategic Planning Task Force Meetings schedule, through June
2008:
Fridays, 1:30-3:30 p.m., Drescher Hall 300-D (the Loft)

2007

November (no meeting)
December 7

2008

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

SMC STRATEGIC PLANNING TASK FORCE

Calendar of Activities 2007-2008

September 21, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Revised Strategic Issues Narrative (Student Learning and Achievement) ♦ Reviewed and Discussed Vision, Mission and Goals. Established work group to draft for discussion at meeting on October 19th ♦ Discussed Activities for 2007. Reconvened narrative work groups to develop strategic goals in four categories
October 5	Work group meets to discuss Mission, Vision, Goals and Values
October 5-17	Mission, Vision, Goals and Values work group will develop a draft to present at the meeting on October 19 th
September 24-October 17	Narratives work group to draft 5 (plus or minus 2) strategic goals for their respective categories to present at the meeting on October 19 th .
October 19, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Review draft of Mission, Vision, Goals and Values ♦ Review suggested strategic goals for four strategic categories
October 22- through end of October, 2007	<u>SPTF continue drafting strategic initiatives for campus-wide distribution</u>
End of October	Campus wide distribution of survey of suggested Strategic Initiatives; responses due by Thanksgiving (November 21, 2007)
October 22 — end of November	<u>SPTF continue drafting Motto, Mission, Vision and Goals (through December)</u>
November 29	<ul style="list-style-type: none"> ♦ Review Mission, Values, Vision and Goals ♦ Review Summary of Strategic Initiatives
December 7, 2007	<p><u>SPTF Meeting</u></p> <ul style="list-style-type: none"> ♦ Discuss feedback from campus-wide survey ♦ Discuss top three or four strategic goals
End of Fall 2007 Semester	Prepare polished version for campus-wide distribution Mission, Vision, Goals and Values
Winter Break	Five (plus or minus 2) strategic goals will be identified
January 18, 2008	<u>SPTF Meeting</u>
February 22	<u>SPTF Meeting</u>

February	<u>Public Forum</u> <ul style="list-style-type: none"> ♦ Mission, Vision, Goals and Values ♦ Strategic Goals
Beginning of spring 2008	Prepare polished version <ul style="list-style-type: none"> ♦ Strategic Goals
March 4	<u>Institutional Flex Day</u> Preview to college community <ul style="list-style-type: none"> ♦ Mission, Vision, Goals and Values ♦ Strategic Goals

Spring 2008	Develop Strategic Action Plans
March 21	<u>SPTF Meeting</u> ♦
March 18	<u>SPTF Meeting</u>
April 8	<u>SPTF Meeting</u>
May 30	<u>SPTF Meeting</u>
June 20	<u>Hold</u>
End of Spring	Develop action plans for the strategic goals identified in Fall 2007

2008-09	Implementation phase of the action plans for the strategic goals
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