



Santa Monica Community College District
Strategic Planning Task Force
MEETING -NOVEMBER 29, 2007
MINUTES

A meeting of the Santa Monica Community College District Strategic Planning Task Force was held on Friday, **November 29, 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: Erica LeBlanc
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
Staff Support: Lisa Rose

III. Motto, Mission, Vision and Goals

It was agreed that the Motto, Mission, Vision and Goals needs to be structured so that it supports the current planning structure and meets Accrediting Commission standards. There was consensus on the Motto, Mission, Vision as revised (attached).

A work group comprising Nancy Grass Hemmert, Erica LeBlanc, Katharine Muller, and Vivian Rankin-Scales will develop goals to support the central, overarching goal of Student Learning and Achievement. After approval by the task force, measurable, time-related and doable objectives will be developed for each supporting goal.

A draft of the Motto, Mission, Vision and Goals will be submitted to DPAC at its next meeting (December 12, 2007).

IV. List of Strategic Initiatives

The following strategic initiatives were developed to support the District's overarching goal of Student Learning and Achievement. These will be reviewed at the next meeting on December 7th before being distributed campus-wide for input.

1. Fiscal Stability: Develop benchmarks and maintain a fund balance to support the implementation of goals and priorities.
2. Curricular Initiatives: Identify up to three curricular initiatives to be funded and implemented in the next five years.

3. Full-Time Faculty and Permanent Staff: Develop an aggressive plan for the hiring of full-time faculty and permanent staff so that targets are met within the next five years. Full-time faculty target: the college comes into compliance with Education Code that mandates a goal that 75 percent of credit instruction be delivered by full-time faculty. Permanent staff target: all vacant position be filled.
4. Engagement of Constituencies: Initiatives and leadership coming from within campus constituency groups should be sought, acknowledged, and implemented.
5. Environmental Audit: Identify specific recommendations from the Environmental Audit to be funded and implemented in the next five years.
6. Training Priorities: Develop a set of institutional training priorities for faculty, staff and managers to enhance innovation, improve effectiveness, encourage succession planning and career laddering opportunities and increase efficiency in serving students.
7. Student Support Services: Identify critical student learning support services and improve accessibility.

V. Adjournment: 2:55 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

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 November, 2007	<u>SPTF continue drafting strategic initiatives for campus-wide distribution</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"> ♦ Review Mission, Values, Vision and Goals ♦ Review List of Strategic Initiatives ♦ Discuss Schedule for Distribution
December 12, 2007	<p>DPAC Meeting</p> <ul style="list-style-type: none"> • Present Mission, Values Vision and 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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