



**STRATEGIC PLANNING COUNCIL
SPECIAL MEETING MINUTES**

A special shared governance meeting of the Palomar College Strategic Planning Council scheduled for February 27, 2009, was held in RS-5. President Robert Deegan called the meeting to order at 1:00 p.m.

Roll Call

Members Present: Barton, Brannick, Brockett, Claypool, Cuaron, Deegan, Dowd, Duran, Gowen, Halttunen, Hoffmann, Kovrig, Lienhart, Owens, Talmo, Titus, Tortarolo
Recorder: Cheryl Ashour
Members Absent: Frederick, Japtok, Jennum, Madrigal, McCluskey, Talmo, Tortarolo, von Son
Guests: Laura Gropen

A. CHECK IN

1. Review Self-Study Planning Agenda Item #10

Michelle Barton briefly reviewed the self-study planning agenda item #10 with members.

2. Summarize and review comments from last session. Add or clarify strengths and challenges.

Ms. Barton distributed notes collected on the flipchart during the December 5, 2008 SPC meeting. She requested that everyone read the comments on strengths and challenges and asked if anyone had additional comments. There were no comments.

3. Describe/Discuss themes identified in the comments

Ms. Barton identified and discussed the following themes derived from the December 5 comments:

- Strengths: commitment, structure, inclusive process, process/outcomes
- Challenges: communication, perception, what decisions are made, when decisions are made, mutual respect

B. Discuss the purpose, roles, and responsibilities of the Governance Process

Ms. Barton gave a PowerPoint presentation regarding the purpose, roles, and responsibilities of the governance process. She asked the following questions about process:

- What are governance issues?
- What is the outcome of our governance process?
- When a governance-related decision is made, what happens?
- Is the process reactive or proactive?

Ms. Barton distributed a questionnaire and asked everyone to spend a few minutes answering the following questions:

- What is governance? What is the purpose of a governance process?
- What are your roles and responsibilities in the governance process a representative of your constituent group (or as an identified participant based on your position)?
- What are your roles and responsibilities in the governance process as an individual?

After everyone filled out the questionnaire, the items were discussed in detail.

C. Next steps: Where do we go from here?

After discussion, there was consensus to have one more meeting with only SPC members to discuss practical issues of process versus operational decisions. A few potential meeting dates were discussed. March 26 was tentatively chosen but people needed to review their calendars before it was agreed upon.