



**STRATEGIC PLANNING COUNCIL
WORKSHOP
November 6, 2009**

A workshop of the Palomar College Strategic Planning Council scheduled for November 6, 2009, was held in SU-14. President Robert Deegan called the meeting to order at 8:45 a.m.

Roll Call

SPC Members Present: Barton, Brannick, Cuaron, Deegan, Dowd, Francis, Gowen, Halttunen, Kovrig, Lienhart, Tortarolo

Budget Committee

Members Present: Brannick, Cuaron, Dowd, Gowen, Kelber, Lienhart, Tortarolo

Members Absent: Aragon (SPC), Cerda (SPC/BC), Claypool (SPC/BC), Dimmick (BC), Duran (BC), Hoffmann (SPC), Hong, Japtok, Laughlin (SPC/BC), McCluskey (SPC/BC), O'Brien (SPC), Talmo (SPC), Sivert (BC), Titus (SPC), Towfiq (BC), Vernoy (SPC/BC)

Recorder: Cheryl Ashour

Guests: Joan Decker, Glynda Knighten

A. Strategic Plan Development Workshop #3

1. Goals

Michelle Barton distributed a summary of the work done by the Writing Group and a copy of six draft goals the Writing Group wrote from suggestions given at the last SPC workshop. The goals are not listed in order of importance. After discussion, Goal 6 was revised; changes were not made to Goals 1-5. The goals are:

Goal 1: Implement an integrated planning, review and evaluation model that provides for the allocation of resources on the basis of department/unit and college-wide priorities.

Goal 2: Strengthen programs and services for students in order to meet their educational goals

Goal 3: Ensure that the college's shared governance structure operates effectively and that the processes for decision-making are clearly defined and participatory.

Goal 4: Recruit, hire, and support diverse faculty and staff to serve the needs of students.

Goal 5: Ensure that existing and future facilities support learning, programs, and services

Goal 6: Optimize the technological environment district-wide to provide effective programs and services.

2. Objectives

Ms. Barton stated that an objective has a specific focus and is an extension of our goals. They should be detailed, have a short time frame and, where applicable, state a specific quantity. Ms. Barton distributed possible ideas for objectives written by the Writing Group. These will be used as a starting point for today's discussion. Members offered suggestions for objectives for each goal. The following suggestions were given:

Goal 1

- Define and refine interface between college-wide priorities and unit priorities
- Define and implement a revised budget model tying budget to planning
 - Is it having intended effects? Validate
- Implement/update planning cycles in accordance with master plan (Ed), staffing, technology, and capital
 - Plan for future, review of past, budget for current

Goal 2

- Examine initial assessment and remediation plans in English, Math, Reading, and ESL
- Establish benchmarks for services (e.g., counseling hours)

- Create a GRAD (Goal, Responsibility, Attitude, Determination) campaign regarding student engagement
- Partnership with K-12 and Universities
 - Bridge prep
 - First year experience
- SLOs and SAOs
- Evaluate online offerings

Goal 3

- Create an agreed upon glossary of terms
 - Develop and implement
 - Vocabulary: operations vs governance, academic and professional matters, process by which something is done
 - Produce a glossary and orientation materials to reflect the work of Goal 1
- Develop and implement an annual orientation process
 - Before first SPC meeting
- Revise constitution, decision-making interpretations
 - Clarify and operationally define governance and operations
 - Create an appendix to document major decisions relating to procedures

Goal 4

- Develop and implement an EEO plan
- Complete policy and procedures on recruitment and hiring
- Develop a staffing plan for education centers

Goal 5

- Develop a plan to open the North Center
- Ensure space for students (social space) in every building design

Goal 6

- Update Technology Plan 2005 and implement
 - Student access and spaces (wireless)
 - Disaster recovery preparedness
 - Δ in technology
 - Training for faculty, staff for applications (Blackboard, etc)
 - Evaluate impact and effectiveness of potential changes to technology
 - Green technology
 - Maximize potential of current applications
 - Return on investment

The Writing Group will meet next week to write a draft of objectives for each goal from the suggestions given. They will return for discussion at the November 17 SPC meeting.