



STRATEGIC PLANNING TASK FORCE AGENDA

MEETING TYPE:	x	Staff	Date:	12/13/01
			Starting Time:	2 p.m.
		Product/Project	Ending Time:	4 p.m.
		Special	Place:	D-10

CHAIR:	Sherrill Amador	MEMBERS:	See attached list of attendees
RECORDER:	Cheryl Ashour		

Order of Agenda Items	Desired Outcome	Resources Used	Time Allotted
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JANUARY 14 WORK GROUP TO MEET AT 1:30 PM IN THE GOVERNING BOARD ROOM

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|--|----------------------------|----------|--------|
| 1. Draft Mission/Values
(Writing Team) | Agreement | Attached | 10 min |
| 2. Vision Options | Decision | | 15 min |
| <ul style="list-style-type: none"> • Excellence in Education • Learning for Success • Your College in the Community • A Leader in Quality Learning • Excellence, Learning, Success | | | |
| 3. Planning Assumptions | Information | Attached | 5 min |
| 4. Institutional Priorities Survey
Summary
(M. Barton) | Information/
Discussion | Handout | 15 min |
| 5. Strategic Goals | Discussion/
Agreement | Handout | 30 min |
| 6. Length of Strategic Plan | Decision | | 10 min |
| <ul style="list-style-type: none"> • 3 years – July 2002 – 2005 –
Strategic Plan 2005 • 4 years – July 2002 – 2006 –
Strategic Plan 2006 • 5 years – July 2002 – 2007 –
Strategic Plan 2007 | | | |
| 7. January 14 Workshop | Information | | 10 min |
| 8. Debrief | | | 5 min |

2002 Task Force Meetings
Thursdays, 2 – 4 pm: February 28, March 14, April 11, April 25
Please reserve these dates



STRATEGIC PLANNING TASK FORCE MINUTES

December 13, 2001

The Strategic Planning Task Force meeting was held on Thursday, December 13, 2001, at 2:05 p.m., in D-10. This meeting consisted of Administration, Faculty, and Classified staff members as well as students and community members totaling 53.

Strategic Plan – Mission and Values

Dr. Amador distributed copies of the Vision and Mission as rewritten by the writing team following the last meeting. Dr. Amador remarked that though the draft may be edited in the future, it was time to vote to move forward with this draft. By a show of hands, the majority voted to go forward with this draft.

Vision

Dr. Amador asked that everyone refer to the agenda for the vision options. She reminded everyone that the vision should be very few words - what will success look like, feel like at Palomar College. She asked that one think about what captures the essence of Palomar College. The vision needs to be something you like to hear a lot as well as see a lot.

Each task force member was given one vote. They voted until the list was narrowed down to two choices: Excellence in Education and Learning for Success. In the end, 18 votes were cast for Excellence in Education and 32 votes were cast for Learning for Success. Dr. Amador asked those who voted for the loser, if they could live with the majority's vote and they said yes. Therefore, Learning for Success is the vision for Palomar College.

Planning Assumptions

Dr. Amador briefly went over the latest revisions to the Planning Assumption document.

Institutional Priorities Survey

Michelle Barton presented a summary of the survey and explained how to interpret it. A handout was given to each task force member. Michelle explained that 1,069 surveys were sent out and they received a 34% response.

The results of the staff survey were compared to the survey done by the students a few months earlier. Michelle gave a few examples of comparisons. She explained what strengths and challenges meant. The students' responses were explained and then compared to the staff's responses. She showed their similarities and differences. She commented that the task force should look at the responses that were considered weaknesses by the students and see what we can do better.

Strategic Goals

40 goal areas were identified. The writing team categorized them and narrowed them down to 5 goals. All information from the last meeting was put under one of the five goals. A strategic goal is the general category the college will focus its energy on for the next 3-5 years. The five goals are: Student Success, Teaching and Learning Excellence, Professional and Organizational Development, Resource Management, and Facilities Improvement. The task force voted that it was a reasonable direction for the college to spend its time and money on for the next few years.

Discussion ensued regarding the information that will go under each goal. The task force members were asked to suggest broad statements and not get to specific. The results will be presented to all staff on January 14, 2002. The task force discussed each of the five goals and came up with many suggestions. The writing team will take these and organize the items for January 14.

Length of Strategic Plan

Dr. Amador discussed what will be part of a strategic plan, the evaluation, budget, review. There were many comments regarding the three- and five-year options. It was noted that even though you can't do all you want in a three-year period, you can still achieve some goals toward this and then put the goal back into the next three-year period, until all issues in a goal can be accomplished. It was pointed out that the longer a plan is, the more people want to change what they think is important. Action will make momentum.

The majority voted for a three-year strategic plan.

January 14 Workshop

Be happy and enthusiastic on that day. Promote the process and give it a chance

Debrief

There has to be a process in reflection of what you brainstormed. How does the way you want to change one goal affect the other goals? We need to rethink and connect our goals - examine them and look at evidence. The point of the COUNCIL group is to evaluate and reflect on our goals.

NEXT MEETING: MARCH 14, 2002