



MINUTES

Meeting date time	1/26/2017 2:15 PM	Meeting location	ECC Room 106
Meeting called by:	Michelle Fischthal Richard Weinroth	Attendees:	Markus Berrien, Michelle Fischthal, Marne Foster, Neill Kovrig, Matthew Rivaldi, Jane Signaigo-Cox, Richard Weinroth
Facilitator:	Michelle Fischthal	Not Present:	Kate Alder, Star Rivera-Lacey, Jessica Luedtke, Michele Madrid Novak
Notes Taken By:	Michelle Fischthal Neill Kovrig		

Proceedings:

Meeting called to order at 2:20 PM

Agenda topic: Introductions | Presenter: Michelle Fischthal

Committee member, Markus Berrien, introduced to committee members.

Agenda topic: Approve minutes of October meeting | Presenter: Michelle Fischthal

Minutes of 10/27/16 meeting approved - moved by Neill Kovrig, seconded by Richard Weinroth

Agenda topic: Strategic Planning Survey – Draft Questions | Presenter: Michelle Fischthal

Survey - process of developing the SP campus wide. Need survey questions from Jessica Luedtke and new Research Associate.

- Why did people not participate? If they did not, why? (i.e. teaching, not interested)
- What did you know about the strategic planning process?
- Attach link to the Strategic plan – so they can look at it
- Ascertain level of interest. Are you interested in being involved in the future?
- How much has the plan influenced your decisions and your daily activities
- Usefulness of templates?
- What feedback are we seeking?
- If you developed strategic one year and five year plans, who was involved: faculty, administration, classified? Was there team effort?
- How did you vet your goals and objectives (i.e. realistic)?
- Awareness of limitations
- Were there additional resources that could have assisted you in the process?
- Did you feel the training and preparation provided in the meetings enable you to participate
- Do you have suggestions re what could be provided in the future? Resources i.e. training, webinar, resources within meetings

Discussion relative to eventual/hope for a drop-in center for assistance through the Office of Institutional Effectiveness.

Agenda topic: **Strategic Planning Implementation** | Presenter: Michelle Fischthal

- SCUP
- Something technically on the web like a "FAQ"
- Latitude for new stakeholders to address issues from previous plan(s)
- 3-point process
- need implementation team
- review/discern alignment across programs
- develop a resource center with faculty to support questions
- SP instructional plan crossovers
- Program Meetings –report out to the institution

Agenda topic: **Planning System "Testing"** | Presenter: Michelle Fischthal

Committee members to test system/process.

Agenda topic: **Program Review System Discussion** | Presenter: Michelle Fischthal

- Review strategic goal.
- Who accomplished their goals?
- Should the strategic plan be revised now after program review?

Discussion:

- Training on how to use the strategic plan as a tool: how can we do this?
- Rewards of public recognition
- Spring Convocation: activity developed to push out. Identify those one- goals strategic plans you have met and any "wins" you've had that are not part of your strategic plan since July.
 - Bring the strategic plan –break out into groups and identify accomplishments and/or how working towards your goals.

Meeting adjourned at 3:56 PM

Minutes submitted by: Michelle Fischthal Approved by: MF on 1/26/2017
signature date