

## **DRAFT**

### **College Planning Committee Agenda March 26, 2007 1:30 – 3:15 p.m. West Campus, 6-202**

The meeting will last one hour and forty-five minutes if the time targets are met. The Committee is welcome to adjust as it deems appropriate. The time targets simply serve as estimates to plan the agenda.

#### **Focus of the Meeting:**

This meeting will focus on the recommendations from the Vision, Values, and Mission Task Force; discussion and review of strategic issues named at the Big Meeting; and a report from the Evaluation Task Force.

**1:30 p.m.      I. Welcome, Introductions (10 minutes)**

**1:40 p.m.      II. ACTION ITEM  
**Minutes of the November 29, 2006 Meeting** (5 minutes)**

(Please see **Attachment A.**)

**1:45 p.m.      III. The “Plan for Planning” (5 minutes)**

Susan Kelley will briefly review the planning timeline and progress to date.

(Please refer to the attached timeline - **Attachment B.**)

**1:50 p.m.      IV. ACTION ITEM:  
**Vision, Values, and Mission Statements** (30 minutes)**

David Rogers, convener of the Vision, Values, and Mission Task Force, will share the collaborative process that has been used to develop revised statements of Vision, Values, and Mission.

He will also present proposed revised statements to the Committee for review and action. (This will be sent via separate email, and will be **Attachment C** to this agenda.)

The Committee may chose to recommend the statements to the President as written, amend them, or to recommend continued development by the Task Force, as it deems appropriate, and with an eye toward honoring the collaborative work presented.

**2:20 p.m. V. Strategic Issues (30 minutes)**

Strategic issues are defined as those issues that must be resolved if we are to meet our mission. (See **Attachment D** for a definition and examples, and **Attachment E** for a list of all strategic issues named by the small groups at the Big Meeting.)

The Committee will review (and amend as it deems appropriate) the list of strategic issues developed by the small groups at the Big Meeting on March 2, and the issues that emerged in the Big Meeting discussions as being of highest priority.

The listing of the strategic issues that are of highest priority will provide guidance to the teams that will draft goals and objectives, since the goals and objectives will focus on improving results that will help to address the strategic issues.

**2:50 p.m. Report from the Evaluation Task Force (15 minutes)**

The Committee will review the evaluation questions prepared by the Evaluation Task Force for use by the planning task forces in evaluating their processes and products. Also, the Committee will receive a report from the Task Force on the development of an evaluation framework for the entire planning process and for the strategic plan itself. (See **Attachment F**.)

**3:05 p.m. VII. Future Meetings (10 minutes)**

The Committee is tentatively scheduled to meet for the fourth time on Friday, April 27 at 1:30 p.m.

The April meeting will focus on finalizing strategic goals based on the work at the Big Meeting held in March and collegewide comment on a draft developed by the Strategies, Goals, and Objectives Task Force.

Also, the Committee will agree upon the most appropriate assignment of goals to the governing councils for development of objectives and strategies by Goal Teams, whose members will be recruited collegewide by the Task Force. The Goal Teams will draft objectives and strategies between April – October.

Lastly, the Committee may add any missing pieces to the picture that emerged from the Big Meeting. (See **Attachments G, H, and**

I for the lists of suggested Goals and the Strengths, Weaknesses, Opportunities, and Threats from the table discussions at Big Meeting.)

### **Meeting Five – Projected for October 2007**

#### **Conceptualizing the Strategic Plan**

The Committee is projected to meet after the governing councils have their work products completed and prior to Learning Day, to review the work and project how to best knit these together conceptually, eliminating any significant conflicts and overlaps, and commissioning a small work team to produce the final strategic planning document for recommendation to the President.

### **Meeting Six - Projected for November 2007**

#### **Approval of the Final Strategic Planning Document; Summative Evaluation of the Process; Proposed Evaluation of the Plan's Implementation**

Prior to the end of the year, the Committee will meet to approve the final strategic planning document. The Committee will also receive from the Evaluation Task Force a draft evaluation of the entire planning process and its products. Also, it will receive recommendations regarding evaluation of the strategic plan as it is implemented during 2008-13.

### **Celebration – January/February 2008**

In early 2008, it is projected that the Committee members will act as hosts at a collegewide celebration of the new strategic plan. The Office of College and Community Relations will plan and carry out the event which will launch the implementation of the Strategic Plan.

**3:15 p.m. Adjourn**