

To: Planning Committee From: Wayne Organ
Subject: Planning Committee Notes Date: November 1, 2013

**Planning Committee
Friday, November 1, 2013
12:30 p.m., AA-216**

Present: Wayne Organ, Chair, Jesse Delacruz, Student, Marshall Alameida, Vicki Ferguson, Melody Hanson

Absent: Karl Debro, Terence Elliott, Donna Floyd, Rick Ramos, Gabriela Segade, Shondra West

1. Meeting called to order by Wayne at 12:54 p.m.
2. Approval of today's agenda – Motion made and approved.
3. Approval of Minutes from September 6, 2013 – Motion made and approved.
4. Presentations from the Public – none

Discussion Items:

5. **District Strategic Initiative Charrette Review and Update** – There was discussion about CCC working parallel with the District's timeline instead of us waiting until the District has completed their strategic initiatives thus leaving us a short time line to develop our initiatives. The Committee decided we should follow a parallel timeline with the district's timeline. There was discussion if we will be able to influence the District's strategic initiatives if we conduct parallel discussions as we will then have the ability to bring more ideas to the District. Wayne said we could very well influence the district's outcomes giving us leverage as we go through the process. It was agreed that CCC would proceed through a parallel process with the District.

6. **College Response to Charrette:** Wayne defined Charrette: it is a French word meaning "little cart." In the 19th century the students would go around with a little wooden cart picking up students' Papers; students would discuss and edit the papers taking and returning the papers from the cart as it traveled to its final destination: the provost. Rick Ramos is at the District Charrette today at the Crowne Plaza.

Our goal is to build a shared understanding of our current environment and the emerging challenges and opportunities all the while reflecting on our current mission to give us direction. We need to identify major themes and ideals and principles we would like to capture in our mission.

Wayne reviewed the first district's charrette slideshow Environmental Scan highlights containing the most recent data. Discussion ensued on the environmental scan data. Because West County has a high and growing density of foreign born and non-English speakers, we need to get ahead of the growing trend by bolstering our ESL classes. We have to continue to groom high school students to attend CCC as most high school students take 12 units or more in order to transfer or finish their degree or certificate in order to seek immediate employment. Marshall said we need to also try to harness more International Studies and students not living in our area since the data reflects little or no growth in our immediate service area. We also need more technological infrastructure to allow us to do on-line advising, offer instruction, offer student services, etc. After reviewing this data, we should be able to form our strategic initiatives.

What is our plan to frame our strategic initiatives after reviewing the data? Knowing our trends, what do we want to do first?

It was decided we need to broaden our discussions on campus on the data presented in the environmental scan. This can be done by the Planning Committee presenting a series of forums starting with a 20 minute presentation on environmental scan data. The forums would be the same we used to vet our Mission Statement: division meetings, ASU general forum not just student leadership this time, Student Services, Academic Senate, Classified Senate, Management Council and the community level.

We have to develop the questions we want to ask relative to planning ahead for the next five years. We will have the College's mission statement available at these forums to develop questions in the quest of our strategic initiatives.

After further discussion, the Committee agreed to ask Dr. Noldon if we can have the cost analysis for each program completed first so that information may be presented at the forums when asking for questions in the development of the strategic initiatives. This process can help with the "right sizing" of the college and ultimately our strategic initiatives for the next five years.

Once we have the questions established, we can then present the questions at the forums for responses. Then we can develop a first draft, take the first draft back to the forums, develop a second draft and then present the second draft to the college leadership at College Council.

CCC's Proposed Development of Strategic Initiatives: (recap)

Develop Questions through the same forums used to develop the Mission Statement. Materials to be included at these forums will be the College's Mission Statement, cost analysis for every program on campus and an abbreviated version of Greg Stoup's environmental scan to help educate everyone on the current data.

Forums include:

Divisions

Leadership Level (Academic, Classified, Students)

Community in and out (Students other than ASU and vested community partners)

It was suggested that Greg Stoup should lead the group discussions at these forums. Wayne will propose this idea to Dr. Noldon.

Meeting adjourned at 2:30 p.m.

Respectfully submitted,

Melody Hanson

Senior Executive Assistant to the President

Planning Committee Meetings for 2013-2014:

Dec. 6th

Feb. 7th

Mar. 7th

April 4th

May 2nd