

**San Bernardino Community College District
District-wide Strategic Planning Committee
2009-2010**

**Minutes
January 15, 2010**

PRESENT

Bruce Baron, Vice Chancellor, Fiscal Services, District
Renee Brunelle, Vice Chancellor, Human Resources, District
Larry Cicalone, President, KVCR
Dr. Deb Daniels, President, SBVC
Jackie Ford-Wingler, Classified Senate, CHC (alternate)
Dr. Marshall Gartenlaub, EDCT (representing Dr. Matthew Isaac)
Laura Gowen, Classified Senate, SBVC
Gloria Harrison, President, CHC
Kaylee Hrisoulas, Student, CHC
Dr. Glen Kuck, Executive Director, DETS, District
Dr. Cheryl Marshall, Chair, Educational Master Plan Committee, CHC
Scott Rippy, Academic Senate, CHC
Dr. John Stanskas, Faculty, SBVC
DyAnn Walter, Classified Staff, District
Keith Wurtz, Researcher, CHC
Dr. Matthew Lee, Consultant

Welcome and Introductions

Matthew welcomed everyone.

Minutes – 12/11/09 and 12/18/09

The December 11, 2009 and December 18, 2009 minutes were approved by consensus.

Review of and Clarifying Questions on Distributed Documents

Matthew said he will continue to load documents on the Strategic Planning Committee Website. The roster has been added to the Website listing only the employee's work number and main email address. In response to Matthew's question, the committee requested that he continue to email documents for upcoming meetings rather than ask members to retrieve them from the Website.

Matthew asked if there were any clarifying questions on the *Posted Comments* from the December 11 (4I) or December 18 (5A) meetings or the Excel spreadsheets summarizing the impact and effectiveness measures. No one had any questions.

Breakout, Report, and Action: December 17, 2009 Working Set of District Strategic Directions and Goals (document 4J)

Matthew asked the committee to break up into five subgroups. The task was to review the suggested District strategic goals under all the Strategic Directions, and the two suggested additional Strategic Directions, and either confirm them as written or suggest specific changes. Matthew said he had added Strategic Directions 5 and 6 based on the colleges' strategic and educational master plans. Matthew reminded committee members that the *Working Set of District Strategic Directions and Goals* for Phase I of the District strategic planning process is being driven by the Commission's recommendations that the District Strategic Plan must align with and get input from the colleges' plans. The Strategic Plan must also help guide the colleges' planning in the future. Matthew also reminded everyone that this is a working document that can be changed based on further discussions, and said that we need to reach a consensus on some version of this document today, since it comprises the starting point from which we will begin the rest of our work. He said that a full committee discussion would occur after the subgroups' presentations to arrive at consensus.

Group A – Cheryl

- 1. *Institutional Effectiveness*
- 4. *Enhanced and Informed Governance and Leadership*

Report from Group A

1.1 *No changes.*

4.1 *Optimize governance systems throughout the District.*

This change was made because the group thought it would capture how decisions were made and rolled out. Matthew said that the word “systems” does seem to incorporate both structures and processes in its full meaning.

4.2 *Build/Enhance the leadership skills necessary among all employee groups to manage change proactively and constructively.*

Matthew asked committee members whether the word “build” includes both the situation where you start with zero leadership skills and the situation where you are building on existing leadership skills to make them better. Scott thought the word “build” would include both. The group concurred with Scott, as did most committee members, but a few disagreed.

Matthew said that if there are differences of interpretation of a word within this committee, as in this situation, then that word will probably be ambiguous to the college communities also. Matthew suggested using “build/enhance” for now and settling on final language later.

Group B – Deb

2. Learning Centered Institution for Student Access, Retention and Success

Report from Group B

2.1 Ensure access to and delivery of programs, services, and support that meet the diverse needs of students, prospective students and the community.

2.2 No changes.

2.3 Achieve excellence in teaching and learning at all district sites through professional development and a continuous improvement process.

Group C – Bruce

3. Resource Management for Efficiency, Effectiveness and Excellence

Report from Group C

3.1 Add training.

3.4 Develop processes that support the transparent allocation of resources, district-wide, as part of a multi-year allocation plan.

3.5 Develop systems to effectively deploy human resources to meet district-wide priorities.

Group D – Kaylee

5. Inclusive Campus Climate

Report from Group D

5.1 Respect diversity and promote inclusiveness among employees, students, and surrounding communities.

Matthew said we can respect diversity among the surrounding communities, but asked whether the District can promote inclusiveness in the surrounding communities. The committee's answer was "yes." He also asked whether "campus" should remain in the Strategic Direction, since "inclusiveness" is intended to include all the district sites. On the other hand, he said, a word or phrase can be included in a Direction or Goal if the committee wants to emphasize a particular aspect of the Direction or Goal.

Group E – Marshall

6. Partnerships and Community Value

Report from Group E

6.1 Enhance the District's value and image in the communities through implementation of comprehensive marketing and outreach plans.

6.2 *No changes*

Action

The committee considered the suggested changes in turn. Matthew reminded the group again that this is a working set. The committee reached consensus on the following statements:

1.1 *No changes.*

2.1 *Ensure access to and delivery of programs, services, and support that meet the diverse needs of students, prospective students, and the community.*

2.2 *No changes.*

2.3 *Achieve excellence in teaching and learning at all District sites through (professional development and) a continuous improvement process.*

3.1 *Optimize the development, maintenance, and use of resources in accord with applicable plans.*

Potential Subgoals or Objectives:

- 3.1.1: *Add training.*
- 3.1.2: *Develop processes that support the transparent allocation of resources District-wide, as part of a multi-year allocation plan.*
- 3.1.3: *Develop systems to deploy human resources effectively to meet District-wide priorities.*

3.2 *Provide proven technology that supports excellence in teaching, learning, and support.*

3.3 *Effectively manage enrollment across the District through a dynamic balance of identified needs and available resources.*

4.1 *Optimize governance structures and processes throughout the District.*

4.2 *Build/Enhance the leadership skills necessary among all groups to manage change proactively and constructively.*

OR

Continuously develop leaders among all groups.

5. *Inclusive Climate*

5.1 *Value diversity and promote inclusiveness among employees, students, and the community.*

6.
Community Collaboration Enhancing Value
OR
Community Collaboration
OR
Collaboration and Community Value
OR
Community Value

The committee did not have time to review the following Group E suggestions:

6.1 Enhance the District's value and image in the communities through implementation of comprehensive marketing and outreach plans.

6.2 No changes

Jackie Buus
Recording Secretary