



District Strategic Planning Committee
Meeting Agenda
 October 24, 2014, 11:00 a.m., PDC 104

- I. Welcome & Introductions
- II. Approval of Minutes from May 9, 2014
- III. Review DSPC Self Evaluation from 2013-14

IV. Review DSPC Charge

Develop a District Strategic Plan that meets the following requirements:

- ♦ *Supports the Colleges' educational/strategic plans*
- ♦ *Incorporates the Board Imperatives.*
- ♦ *Fully resolves the applicable portion of CHC evaluation team Recommendation 7 and SBVC evaluation team Recommendation 6 no later than August 24, 2010: "The development of a formal and regularly evaluated district strategic plan that both acknowledges input and aligns with the college's educational plan and serves as a guide for planning at the college level."*
- ♦ *Provides for sufficient input from major constituency groups.*
- ♦ *Balances strategic scope with measurable objectives/outcomes.*

V. Revised Plan Timeline

		Completion
DSPC	(First Meeting of 2014-15) Review Draft Plan for Districtwide Circulation	10/24/2014
Districtwide	Circulation of DSP for Comment/Feedback	10/27-12/5/2014
Glen Kuck	Organize feedback for committee review	12/5-10/2014
DSPC	Review Feedback & Revise Plan as Necessary	12/12/2014
Chancellor's Cabinet	Review District Strategic Plan	12/17/14
Board of Trustees	Submit Plan to Board of Trustees at October or November Meeting	January 2015
District Staff	Develop annual operating plan	January 2015
BOT, District Staff	Evaluate and monitor strategic plan	Ongoing

- VI. Approve DSP Draft for Districtwide Circulation
- VII. Adjournment

Next meeting scheduled for 12/12/14.



DISTRICT STRATEGIC PLANNING COMMITTEE

Meeting Minutes,
May 9, 2014

Members Present Barbara Nichols, Keith Wurtz, Glen Kuck, Tim Oliver, Robert Levesque (for Deanna Trussell), Rania Hamdy, Donna Hoffman

Guests Present Charlie Ng, Ng Consulting

Members Absent Denise Allen Hoyt, Algie Au, Tina Gimple, Laura Gowen, Chris Robles, Jimmie Bradley, James Smith, Bruce Baron, Amalia Perez, Cheryl Marshall, Gloria Fisher, Lillian Vasquez, Robert Brown, Greg Zerovnik

Welcome & Introductions

Tim Oliver opened the meeting. No introductions were necessary.

Approval of Minutes of May 1, 2014

The minutes were approved by consensus.

Revised Plan Timeline

Tim reviewed the schedule with committee members. He advised that, after consulting with members of the Chancellor’s Cabinet, it was felt that it was not necessary for the DSP to be completed before accreditation (9/29/2014). There is evidence that we have made good progress, and the Plan would fare better if it was taken to the Board in October or November. Committee members admitted that they had felt ‘a bit rushed’ and were agreeable to the schedule as discussed with the addition of a review by Chancellor’s Cabinet in July.

		<u>Completion</u>
DSPC	Evaluate Constituent Feedback for Incorporation into Plan	5/9/2014
Charlie Ng/PIO	Assemble Plan Components into Polished Document	6/30/2014
Chancellor’s Cabinet	Review Polished Draft	7/16/2014
n/a	Faculty Returns	8/15/2014
DSPC	(First Meeting of 2014-15) Review Draft Plan for Districtwide Circulation	9/12/2014
Districtwide	Circulation of DSP for Comment/Feedback	9/13-24/2014
DSPC	Review Feedback & Revise Plan as Necessary	9/26/2014
Campus	Accreditation Begins	9/29/2014
Board of Trustees	Submit Plan to Board of Trustees at October or November Meeting	10/9 or 11/13/204
District Staff	Develop annual operating plan	November 2014
BOT, District Staff	Evaluate and monitor strategic plan	Ongoing

Evaluate Constituent Feedback for Incorporation into Plan

Constituent feedback was received from Greg Zerovnik and the SBVC Latino Faculty Staff & Administrators Association. The committee reviewed the feedback and responded as indicated on the attached.

Adjournment

The next meeting is scheduled for September 12, 2014 at 11:00 a.m.

Attachments: Comment Sheet from Greg Zerovnik and SBVC LFSAA

Kelly Goodrich, Recorder

District Strategic Plan - COMMENT sheet – Comments from Greg Zerovnik

Document Line #	COMMENT	RESPONSE
10	SBCCD will be most known <u>well known and respected</u> for student success.	DSPC members considered the feedback from Dr. Zerovnik and appreciated his work. After some discussion, however, members felt it would be best to retain the original verbiage developed by the Committee at its earlier meetings.
13-14	Our students will be the most <u>highly</u> sought after by four-year institutions and employers.	
15-16	Our transfer students will have <u>attain consistently among</u> the highest graduation rates at four-year institutions.	
17	Our students will have the highest employment rates <u>be highly sought after</u> in our communities.	
20-21	Our students and alumni will make the largest <u>significant and exemplary</u> contributions to the economic prosperity of our communities.	
24	Add: <u>8. Our colleges will be recognized by their peers as among the most outstanding community colleges in the USA, and our best practices will be frequently emulated by other colleges.</u>	

Thanks for your input!

District Strategic Plan - COMMENT sheet – SBVC Latino Faculty Staff & Administrators Association

Document Line #	COMMENT	RESPONSE
71	#6 is vague, how? Mentors in this section?	Added notation to this strategy.
98	Yes, especially mentoring	Noted.
137	Increasing community involvement means streamline bureaucratic red tape which discourages activity.	Noted.
187	Again means streamline bureaucratic red tape which discourages activity.	Noted.
189	Extremely important & currently not encouraged.	Noted.
214	Strive is good, but increase, enhance, provide, & improve are used in most other goals... why do we only strive here?	Changed Strive to Continue.
295	There was a successful pilot two years ago in scholarship office for student internships. Has that been used as a reference?	No, however past practices will be used to inform action plans.
348	Essential for a community college to be more engaged in local events!	Noted.
447-448	We are a long way from actively supporting & promoting diversity.	Noted.
450-451	Parts of this sound un-authentic to LFSA, BFSA & student of color orgs.	We are hopeful that this statement will be manifested in the way the District conducts business.
453	Many policies are not fair especially in practice.	Noted.
455	Valuing diversity means making it easier not more difficult to implement activities.	Noted.

Thanks for your input!

Name of Committee: District Strategic Planning

Year: 2013-14

Please think about the internal processes, external interactions, and work products or outcomes of this committee, and answer each of the following questions objectively.

- How long have you served continuously on this committee? 1st year 2 years 3 years ≥4 years Left Blank
- On how many other committees did you serve this year? 0 1 2 3 4 5 or more
- Did you serve as chair or convener of this committee this year? Yes No
- Do you expect to serve on this committee again next year? Yes No Unknown
- What is your primary function at SBCCD? FT Faculty PT Faculty Classified Confidential Manager Student

Please indicate how often the committee's processes, interactions, and outcomes during the year reflected each of the following characteristics:

	Almost Always	Often	Sometimes	Seldom	Almost Never	No Opinion
<u>Collaborative</u> : Sharing, inclusive, open to input, respectful of diverse opinions, characterized by meaningful dialogue	<input type="text" value="10"/>	<input type="text" value="1"/>				
<u>Transparent</u> : Open, easy to understand, clearly defined, characterized by effective and meaningful communication with the District community	<input type="text" value="9"/>	<input type="text" value="1"/>	<input type="text" value="1"/>			
<u>Evidence-Based</u> : Reliant upon relevant, accurate, complete, timely qualitative and/or quantitative information; not based solely on assertion, speculation, or anecdote	<input type="text" value="6"/>	<input type="text" value="4"/>	<input type="text" value="1"/>			
<u>Effective</u> : Working properly and productively toward the committee's intended results	<input type="text" value="6"/>	<input type="text" value="4"/>	<input type="text" value="1"/>			
<u>Efficient</u> : Performing well with the least waste of time and effort; characterized by serving the committee's specified purposes in the best possible manner	<input type="text" value="6"/>	<input type="text" value="1"/>	<input type="text" value="4"/>			

Please enter this committee's most significant accomplishment this year:

- Completing the draft
- Draft plan
- District Strategic Plan almost complete

- Pretty much wrapping up plan
- Establishing goals/strategies
- Overall revision of DSP with a plan in place for coming year

- Completing strategic plan
- Coming up with a tentative plan
- Changing the school's statement

- Finalizing the DSP
- The Mission, Vision, Values and Plan

Please enter the improvement most needed by this committee in its processes, interactions, outcomes, or other aspect of its work:

- Think through at beginning the steps necessary to complete plan; not rehash every meeting

- Use time efficiently
- Meetings can be too long

- Almost a little too much input
- Any changes to meeting time or date should be at least 72 hours before meeting

Please indicate extent to which you agree/disagree with the following statements about your service on this committee overall this year.

	Strongly Agree	Agree	Disagree	Strongly Disagree
I feel comfortable contributing ideas.	10	1		
My ideas are treated with respect, whether or not others agree with them.	9	2		
I have had sufficient opportunity to provide input into committee recommendations.	8	3		

Please rate the following aspects of the committee's work overall this year.

	Very Good	Good	Fair	Poor	Very Poor	No Opinion
Clarity of the committee's charge	5	6				
Quality of communication within the committee	5	5	1			
Quality of information flow from the committee to the constituency groups	3	5	2			1
Quality of information flow from the constituency groups to the committee	2	5	2	1		1
Quality of communication by the committee with the District community as a whole	2	5	3			1
Access to data needed for deliberations	5	3	2			1
Access to meeting space	4	6	1			
Access to other resources needed for the committee to work effectively	3	6	1			1
Training or mentoring for you as a committee member	2	3	2	1		3
Establishment of expectations or norms for committee members and convener(s)	3	3	1	3		1
Adherence to expectations or norms for committee members and convener(s)	3	4	1			3

Thank you very much for participating in this important effort to improve committee work at SBCCD.