



# District Strategic Planning Committee Meeting Agenda December 12, 2014, 11:00 a.m., PDC 104

- I. Welcome & Introductions
- II. Approval of Minutes from October 24, 2014
- III. Response to Self Evaluation from 2013-14 – DSPC Norms
- IV. Review DSPC Comments
- V. Revised Plan Timeline

		Completion
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 January Meeting	January 2015
District Staff	Develop annual operating plan	January 2015
BOT, District Staff	Evaluate and monitor strategic plan	Ongoing

- VI. Adjournment

Next meeting scheduled for 1/09/2015.

**Members Present** Laura Gowen, Barbara Nichols, James Smith, Glen Kuck, Dean Pappas, Carol Jones, Greg Zerovnik, Denise Allen-Hoyt, Donna Hoffman, Cheryl Marshall, Gloria Fisher

**Members Absent** Tina Gimple, Aftan Sneed, Vanessa Osorio, Keith Wurtz, Bruce Baron, Tim Oliver, Amalia Perez, Lillian Vasquez, Deanna Krehbiel, Rania Hamdy

## **Welcome & Introductions**

Glen Kuck opened the meeting and self-introductions were made. Glen advised that he was going to be the acting chair of the DSPC until a replacement for the Interim Vice Chancellor was named.

## **Approval of Minutes of May 9, 2014**

The minutes were approved by consensus.

## **Review DSPC Self Evaluation from 2013-14**

The committee reviewed its 2013-14 self-evaluation. The majority of responses were favorable, however, the quality of information flow from constituent groups to the committee was poor. Glen voiced his opinion that this issue is organization-wide and members should be sure and communicate with their constituent groups.

Training and mentoring also received a low rating. Glen encouraged members to feel free to interact with each other, with himself as acting chair, or with Kelly Goodrich, to get information.

Under the category of *"Establishment of expectations or norms for committee members and convener(s)"* the committee scored three poor ratings. **Glen promised to draft a document to address this area.**

## **Review DSPC Charge**

The committee reviewed its charge and decided to remove some outdated wording. The Charge was revised to the following:

*Develop a District Strategic Plan that meets the following requirements:*

- ♦ *Aligns with the colleges' educational plans and serves as a guide for planning at the college level.*
- ♦ *Supports the colleges' educational/strategic plans.*
- ♦ *Incorporates the Board Imperatives.*
- ♦ *Provides for sufficient input from major constituency groups.*
- ♦ *Balances strategic scope with measurable objectives/outcomes.*

### **Review DSP Timeline**

The committee acknowledged the revised 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

### **Approve DSP Draft for Districtwide Circulation**

The committee turned toward a discussion of the DSP Draft. Glen cautioned that the objective was not to rewrite the plan at this time, because that part has already been done. The committee's current task was just to refine the document for public review.

Greg Zerovnik mentioned that the committee may want to consider the inconsistency in its use of commas throughout the document (i.e. AP vs. APA style). He further recommended that Kathleen Rowley would be a good candidate to address that issue. The committee accepted Greg's suggestions and will ask Ms. Rowley to review the document to ensure consistent use of the comma.

Committee members reviewed the document, made some revisions, and approved it for public review.

### **Adjournment**

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