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|  | **District Strategic Planning Committee Meeting Minutes****Date: November 13, 2015****Time: 11:00 AM – 12:30 PM****Location: PDC-104** |
| **Committee Members** | P |  | P |  | P |  | P |
| Denise Allen HoytCarol JonesGinger SutphinLaura GowenDonna Hoffmann | NNYNY | Barbara NicholsKeith WurtzAlfredo CruzDean PapasPavel Bratulin | YYNYN  | Bruce BaronJames SmithGlen KuckMatthew IsaacRania Hamdy | NYNYY | Jose TorresLisa NormanCheryl MarshallGloria FisherGio Sosa | YNYNN |
| **Committee Charge*** 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, and balances strategic scope with measurable objectives/outcomes.
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| **TOPIC** | **DISUCUSSION** | **FURTHER ACTION** |
| * Review the minutes from October 9, 2015 (5 minutes)
 | Minutes are posted on the District Website: [http://www.sbccd.org/District\_Faculty\_,-a-,\_Staff\_Information-Forms/District\_Committee\_Minutes/District\_Strategic\_Planning\_Committee.aspx](http://www.sbccd.org/District_Faculty_%2C-a-%2C_Staff_Information-Forms/District_Committee_Minutes/District_Strategic_Planning_Committee.aspx)Motion to approve with correction of the spelling of the last name of Dean Papas and Donna Hoffmann. Motion by Rania Hamdy, seconded by Barbara Nichols. The minutes were approved with corrections. |  |
| * Review the minutes from October 23, 2015 (5 minutes)
 | Motion to approve by Donna Hoffmann seconded by Rania Hamdy. The minutes were approved. |  |
| * Review the [IEPI training on integrated planning](http://www3.canyons.edu/Offices/IEPI/workshops.html#dec17), February 26, 2016 at College of the Canyons (14 People) (5 minutes)
 | Keith gave an overview of the IEPI training being offered. One is Integrated planning and Keith feels it would be beneficial for members to attend. The training will be held February 26, 2016.  | Members interested in attending should let Keith know. TESS will pay for the registration costs and mileage reimbursement. Barbara Nichols, Dean Papas, James Smith and Rania Hamdy indicated interest. Keith will check with Gio Sosa. Rania recommended extending and invitation to Cecelia Huston. Keith will contact Cecelia.  |
| * Review the draft DSPC Charge (10 minutes)
 | Keith reviewed the revised charge and asked for feedback from the committee members. Several recommendations were made and noted by Keith.  | Keith made changes as recommended by the committee and will bring back for review at the next meeting.  |
| * Discuss the purpose of the committee and the role of a DSPC member (10 minutes)
 | Keith discussed how the committee needs to work with and interface with applicable groups that each committee member is representing at the Colleges and District. The committee echoed Keith’s opinion. |  |
| * Review additional norm (5 minutes)
 | The committee reviewed the additional norm suggested by the committee from the last meeting. The committee accepted the new additional norm as written.  |  |
| * Review the alignment of the EDCT plan with the DSPC plan (10 minutes)
 | Keith reported how he worked with Matthew Isaac and other members of the EDCT to revise the alignment document illustrating the alignment between DSP and the EDCT strategic plan. After review, Matthew recommends adding goal 10.1 under Goal 2. Jose felt goal 4.1 should be added under goal 3 Discussion followed by the committee and Dean made a motion to accept the changes, Jose seconded and all committee members were in favor. The committee approved the motion to add the EDCT alignment document to the appendix of the DSPC. There was also a discussion on what areas should have a separate Strategic Plan.  | Keith will make the recommended changes to the EDTC Strategic Plan alignment document and work on getting the alignment document added to the DSP. The committee will develop criteria on what other areas with the District need a separate plan.  |
| * Update the progress on aligning the KVCR plan with the DSPC plan (10 minutes)
 | Keith is working with Alfredo Cruz to develop a plan geared towards developing academic partnerships with the colleges.  |  |
| * Review and discuss the Strategic Planning Relationships Document (10 minutes)
 | Based on feedback from the October 23rd meeting, Keith created the Strategic Planning Relationships drawing. There was discussion on the relationships of college level, vs college’s strategic plans and changes were recommended for the drawing. Rania feels there should be a Strategic Planning template with different categories. Discussion followed on the need for an actual template versus creation of strategic thinking questions and components.  | Keith to make changes to the strategic planning relationships document and bring back to the committee. Dean will work with Keith on the development of the strategic thinking questions. |
| * Other Items (5 minutes)
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| **Mission Statement**We transform lives through the education of our students for the benefit of our diverse communities.**Vision Statement**SBCCD will be most known for student success. Our educational programs and services will be highly sought after. Our students will be the most preferred by four-year institutions and employers. Our students will have the highest graduation rates at four-year institutions. Our students will have the highest employment rates in our communities. Our district will be the gateway to pathways and opportunities for a brighter future. Our students and alumni will make a significant contribution to the socioeconomic prosperity of our communities. Our employees will want to be here, love working here, and go above and beyond for student success.**SBCCD Values**Service, Integrity, Collaboration, Innovation, and Quality |