

MEMORANDUM

TO: Cañada College, CSM, Skyline, & District Office

FROM:

DATE:

SUB: SMCCCD 2008 – 2014 Strategic Plan & Formation of Taskforce

In order to develop a shared vision of the future that faculty, staff, students and community understand and support, the District, through its shared governance processes, has been working to develop an integrated strategic planning model. This model will incorporate and build upon five elements: the District's Strategic Plan (to be developed); the Facilities Master Plan; a coordinated institutional research component; a coordinated program review process; and an annual budget that is based upon the other four elements. The Vice Chancellor for Educational Services and Planning is responsible for developing an organizational infrastructure that will produce the integrated strategic planning system for the District.

Many elements required for the integrated strategic planning system are already in place; however, they are not completely standardized within the District nor appropriately linked. In order to successfully develop an integrated strategic planning system for the District, the Colleges and the District will work on identifying a process that enables broad participation of faculty and staff and the community; gathering of data to gauge the health of our District; vision development; and strategic and well coordinated approaches to enhancing student success and broadening access.

Vice Chancellor Luan outlined the need for developing a district plan at the District Shared Governance Council meetings in late 2006 and early 2007. During a planning session attended by the Presidents from Cañada, CSM, Skyline and Vice Chancellor of Educational Services and Planning, a more focused outline of SMCCCD Planning Prospectus (plan for the plan) emerged. The Planning Prospectus follows best practices in strategic planning and emphasizes being visionary, participatory, data driven and student centered.

To be visionary is to establish a common goal for the entire district to accomplish in the next 5 to 10 years, and to plan for it. To be participatory is to involve all stakeholders in our visioning and planning activities. To be data driven is to be honest, factual, and use evidence and research. To be student centered is to listen to our students and our community and to place their needs above ours.

San Mateo County has many dichotomous characteristics. Its bucolic lifestyle runs parallel to the world most advanced high tech lifelines; its northern region looks and feels drastically different from the southern region; and its income levels are bi-modal with high wealth and poverty co-existing. Our service area has experienced changes mimicking those of our state -- our students are becoming diverse in their cultural backgrounds, age, education preparedness, and life goals. In addition, key local factors influencing our 3 colleges include the skills demanded by the business community, the income gaps, the predicted decline of high school graduates **starting in 2010**, the absence of a major public university, and deficient public transportation, among others. Meanwhile, continued disparity in education funding for community colleges, increasing demands for performance by public and private entities, and faculty nearing retirement age, all place an incredible burden on our 3 colleges and the district.

In this context, the SMCCCD Strategic Plan is a demanding project. The immediate tasks, as tentatively proposed by the college presidents, are to examine the current planning cycles and attempt to align them and to form a taskforce with representation from key constituent groups.

The tentative planning cycles are reflected in the following matrix. The six (6) planning processes are listed on the left hand column. The SMCCCD Strategic Plan for 2007/08-2013/14 is highlighted. It syncs with the accreditation self-study cycle and the individual college master plans sync with both.

PLANS TO SYNC ↓	2005 2006	2006 2007	2007 2008	2008 2009	2009 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2015 2016	2016 2017
SMCCD Strategic Plan	Environmental Scanning	Environmental Scanning	6-Year Plan Done			Plan Update	Environmental Scanning	Environmental Scanning	6-Year Plan Done			Plan Update
College Master Plans	Environmental Scanning	Environmental Scanning	6-Year Plan Done			Plan Update	Environmental Scanning	Environmental Scanning	6-Year Plan Done			Plan Update
Program Review	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
Facilities Master Plan												
Budget Planning & Cycle	Annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually	Annually
Self-study & Cycle	Writing	Writing	Visit				Writing	Writing	Visit			

To obtain broad participation while keeping it efficient and effective, the SMCCCD Strategic Plan will take shape as follows: The District will form a taskforce whose charge is to represent the faculty, staff, student and management and to provide guidance to the overall planning activities as well as hands-on support in data and analysis. The taskforce will consist of the following individuals and will be chaired by the Vice Chancellor, Educational Services and Planning. The taskforce will report to the Chancellor's Cabinet through the chair. The taskforce will meet regularly.

Proposed SMCCCD Strategic Plan Taskforce Membership (n=15):

Chancellor

College Presidents (3)

Faculty Senate Presidents or their designees (3)

Classified Senate Presidents or their designees (3)

Researchers (3)

Students (1)

Vice-Chancellor, Educational Services and Planning

The Vice Chancellor, Educational Services and Planning will also update the District Shared Governance Council (DSGC) regularly and publish periodic updates to the colleges and communities.