

SMCCCD Strategic Planning Taskforce  
 April 14, 2008  
 12:00PM – 2:00PM  
 District Office Board Room

**Meeting Notes**

Members present: (indicated by “x”)

Arias	Juan	x
Ball	Jeremy	x
Campillo	Carla	x
Claire	Michael	
Dilko	Patty	x
Galatolo	Ron	
Guadamuz	Ulysses	x
Harrison	Susan	x
Hasson	Cathy	x
Kaidor	Matthew	
Kapp	Nick;	
Luan	Jing	x
Mohr	Tom	x
Morrow	Vicki	x
Murphy	Joan	
Partlan	Martin	x
Scott	Bart	x
Sewart	John	

**SMCCCD Strategic Planning Taskforce Meeting  
 Monday, April 14, 2008  
 12:00 – 2:00pm  
 Board Room  
 Agenda**

- 1) Review Meeting Notes from (March 10, 2008)
- 2) Review Timelines

The synchronization of the District plan with the college plans will continue to be out of synch until Cañada and CSM complete their education master plans. The next stage in the District Planning process will be vetting of the plan at the colleges. There was some discussion about the vetting process. There were some concerns expressed about CSM

and Cañada needing to vet their own master plans in addition to vetting the District plan at separate events. However, there is a timing issue in that those colleges will be proceeding very soon to the vetting process and the group was not sure that the District assumptions were ready to be vetted over the next couple of weeks which is when CSM and Cañada will be holding their local educational plan feedback sessions.

It was noted that in the course of CSM's planning that environmental scanning was also being implemented. There was a concern that there might be a duplication of efforts, however Jing and Tom noted that it is appropriate that both the District and the colleges engage in environmental scanning and the scanning at the District would be at a much higher level than the Colleges. For instance, scanning related to human resources might be carried out at the District while information about a particular high school district might be more appropriate at the college level. A concern was also expressed that in creating the master plans and District strategic plans that the process should include creating an ongoing planning cycle.

### Planning Assumptions

A suggestion was made that there should be a more formulaic way of writing the planning assumptions. It was noted that, as written, some of the assumption have a statement of fact drawn from the evidence, some are planning assumptions themselves, some of them have a strategic direction imbedded. A full planning assumption should

have all three components: a statement of fact from the environmental scan, the assumption itself, and the strategic direction. This format will give clarity when it comes to presenting the feedback and will allow us to pull out strategic directions easily.

Ulysses expressed a concern that the plan is too prescriptive and that with 44 major areas of focus he is concerned about having the resources to take care of all of these priorities. He also noted that “strategic direction” should be changed to “recommendation”. Patty indicated that the colleges will narrow the focus down. She indicated that there is some redundancy in the initiatives that will be caught if the assumptions are reworded each as discussed.

#### Discussion

##### a. Environmental Scan draft & Planning Assumptions

A discussion ensued about whether to present all 44 planning assumptions, rewritten to include all three components discussed earlier, to the various groups for the vetting process or whether the assumptions be culled down to two or three per category. Patty indicated that the group shouldn't distill the document down too much.

The group began looking at the assumptions and decided to delete numbers 12, 16 and 17 because they could be combined with other items or were not really planning assumptions.

The meeting came to an end before the group had a chance to complete the work on all 44 assumptions. It was decided that a subgroup of the committee would meet at least one more time to go through the assumptions and rewrite them to include the three components: a statement of fact from the scan, the assumption itself, and the recommendation.

The meeting adjourned at 2PM.

The next meeting of the District Strategic Planning Committee will be on Monday, May 12, 2008 at noon in the District Board Room.