

# Planning Committee

March 25, 2015

3:00-4:15

8-Conference Room

**Chair:** Stacey Gerard

**Secretary:** Dana Sauls

**Vice-chair:** Jeanne Martin

## Members

**Attending:** Stacey Gerard, Jeanne Martin, Laurie Evans, Tony Moore, Jay Sullivan and Dana Sauls

## *Minutes from Meeting (3-25-15)*

### Agenda Items:

#### I. Minutes

**Presenter:** Stacey Gerard

- Laurie motioned to approve the minutes from January. Tony seconded. Motion carried.

#### II. Mission and Vision

**Presenter:** Stacey Gerard

##### Survey Results

- Laurie brought up a concern for the lack of faculty responses on the survey. The number of student responses outweighed Faculty and Staff responses combined.
- **Question 1** on the survey—strongest area was focused on student success.
- It was mentioned that our current Mission and Vision Statement focuses on teaching (instructor focused) rather than learning (student focused).
- Since BCCC was cited for a Learning Centered Standard, should the mission and vision statement be revised to be more “learner” focused and to show alignment with SACSCOC requirement? A motion was made by Jeanne to begin the revision process of the Mission and Vision statements. Laurie seconded. Motion carried.
- **Question 2** on the survey—the top 5 rated were learning, teaching, quality, knowledge, and skills, probably because students focus on going to college, learning, graduating, and getting a job. The 2 lowest were cultural and diversity.
- **Question 3**—“college of choice” rated the lowest/meaning the question may not have been understood. Committee discussed the terminology in the mission and vision statement vs. the answer options; “active learning” not in the answer options.
- **Question 4**—concerns raised about the word “continue” in the vision statement. Where are we going to improve? Where do we really want to be? What do we want to aspire to be?
- Since the Board of Trustees and Senior Staff have a different makeup than when these statements were written, now would be a great time to revise the statements. We need diversity in our vision statement because our Faculty and Staff are diverse.

### **III. Next Meeting**

**Presenter:** Stacey Gerard

#### **Tasks/Objectives**

- Each member of the committee will explore 3 other college's mission and vision statements; compare and contrast, use SharePoint.
- Bring ideas, potential verbiage, and 3 variations of each statement.
- Ask Deans, Continuing Ed., Student Government, and Director's Coordinator for their input.
- Set up SharePoint site discussion thread about the Mission and Vision Statements.
- Have Staff as a test group before finalizing the variations?
- Give 3 choices of each statement and possibly a comment box.
- A dummy document will be set up in SharePoint for the members of the committee to practice with before the real document is set up.

### **IV. Strategic Planning**

**Presenter:** Stacey Gerard

#### **Handbook**

- Continue to revise the structure of the calendar to be more user-friendly.
- Continue to look at letters A-D in the handbook for possible updates/revisions.

### **V. Committee/Campus**

**Presenter:** Stacey Gerard

#### **Focus Groups**

- Motion to table the focus groups until the fall. Laurie motioned. Jeanne seconded. Motion carried.

Meeting adjourned at 4:13.