

Planning Committee

April 28, 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 (4-28-15)

Agenda Items:

I. Minutes

Presenter: Stacey Gerard

- Jeanne motioned to approve the minutes from March. Tony seconded. Motion carried.

II. Mission and Vision

Presenter: Stacey Gerard

Tasks/Objectives

- Each committee member researched and posted three other community college's mission and vision statement on SharePoint. The objective for the summer meeting is for each member to have a draft of a possible mission and vision statement. Each one should be short and easily remembered, more learner focused, and measurable.
- Use Discussion Board in SharePoint to comment on one another's "draft" statements.
- The goal is to have possible statements written by the time we return in the fall and then finalize each one.

III. Strategic Planning

Presenter: Stacey Gerard

Handbook

- The SACSCOC standards (2.4, 2.5, 3.1, 3.1.1, 3.11.3, 4.1) were expanded upon. The standards 2.7.2 and 2.10 were clarified.
- Capturing SACSCOC standards would be beneficial for each campus committee.
- **The Planning Process**—see handbook for revisions. Timeframe for strategic directions from SACSCOC, at least every 2 years. The question was raised as to whether we should use a cycle chart similar to FTCC's handout.
- **Needs Evaluation**—see handbook for revisions.
- **Campus Climate Survey**—see handbook for revisions. Last PACE survey was completed 2006/2007. Fall 2016/2017 will be a suitable time to conduct another survey; once every cycle for our reaffirmation. How frequently do other colleges implement their campus climate survey? Jay will explore for the committee and bring back information to the next meeting.
- **Technology SWOT**—see handbook for revisions. Stacey will follow up with Art for clarification on responsibility.

Meeting adjourned at 4:19.