

Planning Committee

September 23, 2014

3:00-4:00

2-113

Chair: Stacey Gerard

Secretary: Dana Sauls

Vice-chair: Jeanne Martin

Members Attending: Stacey Gerard, Jeanne Martin, Tony Moore, Laurie Evans, and Dana Sauls

Minutes from Meeting (9-23-14)

Agenda Items:

I. Minutes

Presenter:

- Minutes from April, June, and July will be gathered from former secretary and approved next meeting.

II. Vote on officers

Presenter: Stacey Gerard

- Tony Moore motioned to approve Stacey Gerard as Chair. Laurie Evans seconded. Motion carried.
- Tony Moore motioned to approve Jeanne Martin as Vice-chair. Laurie Evans seconded. Motion carried.
- Tony Moore motioned to approve Dana Sauls as Secretary. Laurie Evans seconded. Motion carried.

III. Overview of Planning Committee

Presenter: Stacey Gerard

- Meet once a month on the 3rd Tuesday unless otherwise needed.

IV. Planning Handbook

Presenter: Stacey Gerard/
Jeanne Martin

- Planning Handbook—need clarification from Senior Staff about composition of committee. Committee assignments do not coincide with the handbook.

IV. Planning Year

Presenter: Stacey Gerard/
Jeanne Martin

- Vision/Mission of Goals—Facilities Survey—Stacey will check with Jay Sullivan.
- Campus Focus Groups—Stacey will check with Jay Sullivan.
- Facilities Master Plan—Jeanne will follow up with Wesley Adams.

- Review/Revise Planning Process—Table until next fall.
- Conduct Community and Campus Focus Group meetings—Stacey will check with Jay Sullivan on status.
- Campus Climate Survey/Campus Interviews—committee was not allowed to submit last fall because PACE was too expensive. Revisiting now/will gather Jay's thoughts and feedback in October meeting.
- Mission, Vision, Goals, Core Values—Board of Trustees approves
- Technology SWOT/Review and Update—Tony will check on status.
- Distance Education SWOT/Review and Update—Laurie will check with Donna on status.
- Obtain demographic and economic data—Stacey will check with Jay on status.
- Campus wide meeting to communicate Mission, Vision, Goals, Core Values, and educate campus on planning process—Stacey will check with Senior Staff on status.
- Academic and Non-Academic Program Mission and Goals based on institutional mission—need clarification on SLO's.

Adjourned at 4:05 pm.