



**STATE CENTER COMMUNITY
COLLEGE DISTRICT**

***District Strategic Planning Committee (DSPC)
Meeting Minutes***

DOCR/ RC PCR / CCC AC1-149A/Herndon 305

<i>Minutes: January 13, 2017</i>
<i>3:30 – 5:00 pm</i>

Present

Academic Senate	CSEA Appointment	Student Representatives	Chancellor's Cabinet Appointments	Classified Senate Appointment
Mary Ann Valentino, FCC	Franky Herrera, RC	None	Barbara Hioco, DO	Dan Hoffman, CCC
Linda Cooley, RC			Lorraine Smith, FCC	John Cunningham, RC
Scott Phillips, CCC			Kira Tippins, CCC	

Absent:

Cindy Dunn, FCC
Lacey Barnes, ATF Faculty
Kaura Lopez, FCC Student
Clarissa Zavala, RC Student
Claudia Habib, MC

The meeting was called to order by Interim Vice Chancellor of Educational Services and Institutional Effectiveness and DSPC Co-Chair Dr. B. Hioco at 3:35 pm.

1. Welcome and Introductions

Self-introductions were conducted.

2. Changes to Agenda

None.

3. Review/Approval of Minutes

- a. December 9, 2016 DSPC Meeting

Consensus of the group is that the meeting minutes are accurate.

4. DSPC Operating Agreement ~ Approval

Discussion took place ensuring all of the proposed changes were incorporated.

Brief discussion regarding cleaning up the format of the document and a couple of additional revisions. It was requested to send out the revised document via e-mail and reach consensus of agreement by e-mail.

It was requested by the constituency groups that the document visually track changes in the version for review.

5. 2017-2020 Strategic Plan ~ Approval

- Board Discussion
- Bringing the Plan into operation

Dr. Hioco, Vice Chancellor of Educational Services and Institutional Effectiveness, reviewed the Board of Trustees presentation which took place on Tuesday, January 10, 2017. The Board stated they appreciated the process and development of this plan along with the unanimous approval from all constituent groups.

The final document that is going to be published should be available at the next meeting as we are close to being done.

O. Aghaei, Research Assistant, will e-mail to the committee the graphic of the process and the organization of the document.

The committee requested to have two versions; the full plan and an executive summary of the strategic plan.

6. SMART Assessment Form

This item was brought back to enquire if there were any questions.

Research Assistant O. Aghaei explained how a timeline in Excel can be built, then take this form into TracDat. Once all data is collected a Tableau dashboard can be completed.

Dr. Hioco noted that a Board member commented that SCCCD will be using indicators that are already in place, such as the Student Success Scorecard, Strong Workforce, etc., as these indicators are already recognized by the state.

7. Other

It was noted that the DSPC meeting scheduled for January 27th meeting will not have a facilitator and the plan for this meeting was to review the final Strategic Plan document.

Consensus of the committee was to cancel the meeting but share the document via e-mail. It was requested that if committee members have comments to provide that feedback as soon as possible in order for the Committee Chairs to take this to the February 7th Board meeting.

Dr. Hioco noted that the recruitment process for the Executive Director of Research and Institutional Effectiveness has begun. This will be a position that will be a great resource for this committee.

8. Adjourn

The meeting was adjourned by Interim Vice Chancellor Dr. B. Hioco at 4:00 pm.

Next Meeting Dates
Friday, February 10, 2017