



**STATE CENTER COMMUNITY
COLLEGE DISTRICT**

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

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

<i>Minutes: March 10, 2017</i>
<i>3:30 – 5:00 pm</i>

Present

Academic Senate	CSEA Appointment	Student Representatives	Chancellor's Cabinet Appointments	ATF Faculty Representative
Mary Ann Valentino, FCC	Franky Herrera, RC		Barbara Hioco, DO	
Linda Cooley, RC	Classified Senate Appointment		Claudia Habib, MCCC	
Scott Phillips, CCC	Dan Hoffman, CCC			

Absent:

Classified Senate Appointment	CSEA Appointment	Student Representatives	Chancellor's Cabinet Appointments	ATF Faculty Representative
John Cunningham, RC	Cindy Dunn, FCC	Clarissa Zavala, RC		Lacy Barnes
		Kaura Lopez, FCC		

Guest:

Oxana Aghaei

The meeting was called to order by DSPC Co-Chair Dr. B. Hioco at 3:32 pm.

1. Welcome and Introductions

Self-introductions were conducted.

2. Changes to Agenda

None.

3. Review/Approval of Minutes

a. February 10, 2017 DSPC Meeting

A correction was requested to reflect that the date of the next meeting will be March 10, 2017.

Consensus of the group is that the meeting minutes are accurate with the date correction.

4. DSPC Operating Agreement

a. POA Member

b. # of Classified Reps

The process for approval of the committee operating agreement (COA) was reviewed. The COA is first taken to Chancellor's Cabinet and if there are no questions it moves to Communication's Council as an information item.

The DSPC COA was taken to Chancellor's Cabinet on March 6 and it was noted that if all constituent groups are represented in the membership, then the police officer's association also need to be listed or at least provided the opportunity to participate as they are part of the constituent groups. It was stated that the police officer association is a very small group of members and will probably have difficulty participating; however, notification of the meetings along with being provided meeting information will provide them the opportunity to attend. If they were to become members as part of the COA there may be an issue to reaching a quorum at times.

Chancellor's Cabinet suggested increasing the number of Classified Senate representatives to three so each college will have a Classified Senate Representative. The committee noted that there is a State regulation requirement that CSEA must have the same number of representatives on governance committees as do the Classified Senates. Therefore, if the Classified Senate representative number is increased to three, the number of CSEA representatives must also be increased to three. The committee decided to add language to the operating agreement specifying that all three colleges be represented when classified representatives are appointed by their respective constituent groups.

DSPC Co-Chair Dr. B. Hioco will provide a draft revision and bring this back to the group.

DSPC Co-Chair B. Hioco stated an additional request came from the Institutional Research Work Group to include a research position on this committee.

Discussion took place that the Executive Director of Research and Institutional Effectiveness will become part of this committee.

The consensus of the group was when a research need arises, the college Research Directors can be invited for consultation in the reporting process. DSCP Co-Chair B. Hioco will draft new language and share.

5. 2017-2020 Strategic Plan
a. Annual Strategic Objectives

DSPC Co-Chair Dr. B. Hioco stated that now that the strategic plan has been approved the next step is for the DSPC to work with Chancellor's Cabinet in choosing the annual strategic objectives. This must be a collaborative process between Chancellor's Cabinet and DSPC.

DSPC Co-Chair L. Cooley suggested that the way we previously conducted the workshops was great way to choose objectives.

The consensus of the group was to hold a workshop for this process.

- It is an open meeting
- Identify two specific annual objectives and measurements for them
- Need to have a researcher attend to speak to measurement

Schedule: March 24 starting at 2:30 pm for a workshop at the Herndon Campus

- Invite members of Chancellor's Cabinet.
- Invite all three research directors
- Invite Oxana Aghaei, Research Assistant
- Review the themes
- Decide what themes to focus on
- One objective for each theme and the measurement

6. Review of District Strategic Plan Publication

The District Strategic plan was shared with the group and input was requested. It was noted that this document will go to Chancellor's Cabinet for their final review.

It was clarified that posters will also be prepared.

7. Other

None.

8. Adjourn

The meeting was adjourned by DSPC Co-Chair Dr. B. Hioco at 4:01 pm.

Next Meeting Dates
Friday, March 24, 2017