

MINUTES

Maricopa Strategic Planning Support Team
January 20, 2004



Members Present:

Rufus Glasper	<input type="checkbox"/>	Lionel Diaz	<input checked="" type="checkbox"/>	Teresa Toney	<input checked="" type="checkbox"/>
Linda Thor	<input checked="" type="checkbox"/>	Rosemary Kesler	<input checked="" type="checkbox"/>	Christine Hall	<input type="checkbox"/>
Georgia Gudykunst	<input checked="" type="checkbox"/>	Pat Case	<input checked="" type="checkbox"/>	Earl Monsour	<input checked="" type="checkbox"/>
Paul Dale	<input checked="" type="checkbox"/>	Debra Thompson	<input checked="" type="checkbox"/>	Jean Ann Abel	<input checked="" type="checkbox"/>
Larry Christiansen	<input type="checkbox"/>	Carl Couch	<input type="checkbox"/>	Lynda Helminski, Recording	<input checked="" type="checkbox"/>

Agenda Items

Welcome

Debbie Thompson welcomed everyone to the Strategic Planning Support Team meeting.

December 16, 2003 SPST Minutes

The minutes from the December 16, 2003 Strategic Planning Support Team meeting were approved.

League for Innovation, SPST Nomination

Linda Thor, Pat Case and Earl Monsour shared the draft nomination with the team. The nomination is intended to be interesting and capture the accomplishments of SPST and our ability to incorporate fun into a sometimes-difficult subject. The group felt it was best that they submit the nomination themselves to avoid any conflict of interest. In addition, there was consensus that the nomination did not belong in any of the existing categories. Debbie Thompson volunteered to speak with Jayne Goldstein to inquire about a new category possibly needing to be created for our submission and if so, what our due date would be.

Please submit comments and suggestions for the draft to Linda, Pat or Earl by January 30th.

Draft January 26, 2004 Strategic Planning Advisory Council (SPAC) Agenda

The group discussed what items need to be included on the January 26th SPAC agenda to help move SPAC forward and would be most effective in relation to planning for the upcoming Governing Board retreat.

The following items were suggested for the January 26th Strategic Planning Advisory Council Agenda.

Governing Board Retreat – April 20, 2004 – Announce and set stage for the retreat

- Review Operational Plans from 2/27 – continue strategic directions or change strategic directions
- Environmental trends
- Infusing Technology into Planning
 - *Have SPAC brainstorm what we can do to have a candid discussion about how to use or change our culture to move forward.*
 - *Have SPAC help shape this discussion.*

SPAC Membership

- Review proposed bylaws
- Proposed to move forward with revised membership by July 1, 2004

Proposed Monitoring Process

- Review revised sample Indicators Report and ask for suggestions
- Review revised planning calendar and have SPAC identify where they fit into the cycle

The group also suggested a few items for the March 4, 2004 SPAC meeting and future SPAC meetings.

- Merging the MCCD Mission & Goals – will have a better sense after the 2nd strategic conversation
- Review 2/27 Operational Plans
- SWOT Analysis

Revised Sample Indicators Report

Georgia provided a revised sample Indicators Report format and supporting documents. The group felt that we need to be very clear with Governing Board what documents we are proposing. Even with the addition of a few pages to the indicators report the summary format could be used and provide the snapshot the Governing Board is looking for. The group felt that if additional reports need to be created on a case-by-case scenario it is possible, as long as we are sure we are providing, at a minimum, the information and data the Governing Board is requesting. Georgia will revise the report and supporting documents for the January 26th SPAC meeting. SPAC will be asked to provide their feedback on the report. Once a more complete example has been created, the group would like to be able to present this at the upcoming Governing Board retreat. The group also asked for the timeline to be revised to reflect a more accurate cycle to provide to SPAC at their next meeting.

Once SPAC's comments have been incorporated, Georgia will share the revised documents at the next SPST meeting.

Strategic Planning Retreat April 20, 2004

A spring retreat on planning has been set for April 20th, from 1-5 p.m. The location is to be determined and the topics again include strategic and capital planning. Added to this is a discussion on the further infusion of technology in the classroom and alignment of this with all planning, learning and administrative processes. The group had a lengthy discussion and felt this would be a very in depth topic at the retreat. Some additional time may be needed from Capital Planning on the agenda to have this very important discussion. The hope is to have a candid discussion and come to agreement on some proposed solutions. Due to the nature of the discussion it was suggested to include some members of TLC, Ocotillo, CDAC. An invitation will be sent to the groups to select representatives to attend the retreat.

The group drafted an agenda for the retreat that included the following items.

1. Strategic Planning

- Review Operational Plans – see how plans fit strategic directions and discuss an annual review of directions

2. Infusing technology into planning

- MCCD commitment / vision regarding technology leadership
- How to implement, barriers and opportunities

3. Bond Planning

The team will look to SPAC for suggestions on how to best shape the discussion at the upcoming retreat. It was suggested that Ron Bleed and Homero Lopez attend the SPAC meeting if possible to help facilitate this discussion. It was also proposed that the Presidents group should be convened and included in these discussions.

Next Meeting

February 26, 2004 / 1:30 – 4:30 p.m. / Rio Salado College, room 6A