

MINUTES

Maricopa Strategic Planning Support Team
December 16, 2003



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 checked="" type="checkbox"/>
Georgia Gudykunst	<input checked="" type="checkbox"/>	Pat Case	<input checked="" type="checkbox"/>	Earl Monsour	<input checked="" type="checkbox"/>
Carnella Hardin	<input type="checkbox"/>	Debra Thompson	<input checked="" type="checkbox"/>	Jean Ann Abel	<input checked="" type="checkbox"/>
Paul Dale	<input checked="" type="checkbox"/>	Carl Couch	<input checked="" type="checkbox"/>	Larry Christiansen	<input checked="" type="checkbox"/>
				Lynda Helminski, Recording	<input checked="" type="checkbox"/>

Agenda Items

Welcome

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

November 12, 2003 SPST Minutes

The minutes from the November 12, 2003 Strategic Planning Support Team meeting were approved.

League for Innovation, SPST Nomination

The group would like the Strategic Planning Support Team to be nominated for the League for Innovation in the Community College, Innovation of the Year Award 2004. Submissions are due by February 9, 2004. Everyone felt that SPST's nomination would best fit in the Cross College category. Debbie volunteered to speak with Jayne Goldstein to verify that the category is correct for our nomination. Additional information can be found at: <http://www.dist.maricopa.edu/marketing/innovation>

Linda Thor, Earl Monsour and Pat Case will prepare a draft nomination and share with the team at the next SPST meeting.

SPAC's Role as a Coordinating Council (Phase II)

The team reviewed the membership of SPAC and identified any gaps. After review, the following suggestions were made for revisions/additions to the Strategic Planning Advisory Council:

- South Mountain Community College representative
- Estrella Mountain Community College representative
- Employee Groups representative: Crafts, Safety, M&O, Adjunct
- Community member (suggest Foundation Board member)
- Student Representative

The team will bring the list to the next SPAC meeting for further review. When sharing with SPAC the group suggested that a maximum number of members be determined, in addition to establishing a term length (i.e. staggering terms). The goal is to have the membership determined and implemented by July 1, 2004.

A point was made that SPAC needs to serve as an advocacy group and raise awareness regarding strategic planning in Maricopa as they move into this more active role. SPAC will be used as a group to bring focus on issues and help facilitate resolutions of issues. A suggestion was made to have CEC's council list revised to reflect SPAC's active role as an advisory council.

Draft January 26th SPAC Agenda

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

- Clarify SPAC's role (SPAC Phase II)
- Membership recommendations
- Proposed monitoring process
- Share sample Indicators report/balanced scorecard
- SWOT Analysis Update (suggested from last meeting)

Future meetings:

- Review Strategic Directions

Merging Mission & Governing Board Goals

A sample document incorporating the Mission and Governing Board Goals was provided to the group for review.

Sample Report Card

Georgia provided a sample Indicators report format and supporting documents. The group liked the clear and simple format. The sample indicators report provides facts in a simple, shorter format with fewer components. In addition, Georgia provided a sample booklet that could be published to share with Maricopa employees and the public. A name for the report still has not been determined.

The team suggested that Georgia revise the Indicators report to include some measures. Once a more complete example has been created, the group would like to be able to provide this as sample at the upcoming Governing Board Retreat.

Georgia will share the revised documents at the next SPST meeting.

Strategic Planning Retreat April 2004

A spring retreat on planning has been set for April 20—approximately just a ½ day through lunch. The location is to be determined and the topics again include strategic and capital planning. Added to this is a proposed discussion on the further infusion of technology in the classroom and alignment of this movement with all of our planning, learning and administrative processes.

Next Meeting

January 20, 2004 / 1:30 – 4:30 p.m. / Rio Salado College, room 6A