

**MINUTES**

Maricopa Strategic Planning Support Team

March 29, 2004

**Members Present:**

Jean Ann Abel	<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"/>
Paul Dale	<input checked="" type="checkbox"/>	Debra Thompson	<input checked="" type="checkbox"/>	Lynda Helminski, Recording	<input checked="" type="checkbox"/>
Larry Christiansen	<input checked="" type="checkbox"/>	Carl Couch	<input type="checkbox"/>		

**Agenda Items**

## Welcome

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

## February 26, 2004 SPST Minutes

The minutes from the February 26, 2004 Strategic Planning Support Team meeting were approved.

## League for Innovation Awards Ceremony

The League for Innovation ceremony, announcing the overall winner, will be held on April 1, 2004 from 2-4 p.m. at the District Office in the Governing Board Room. All SPST members are encouraged to attend.

## Operational Plans for FY 04-05

Operational Plans have been submitted by the District Office and colleges. SPST was provided a booklet with a copy of all plans. A smaller group of SPST members began a draft summary of the plans that were submitted. The group used guidelines to draft the summary. First reviewing all priorities that were submitted and established common themes throughout the plans. The broad themes were: Teaching & Learning, Student Support for Teaching and Learning, Technology, Environment, Community Linkage, Changing Demographics, and Collaboration. Once the themes were identified the group selected out the priorities that are new to this planning year and then sorted the priorities by theme and listed them under the Strategic Direction they applied to. A section on observations and an issue bin and was also added to the summary. Any observations as SPST prepared the summary and any observations provided by the DO and colleges were recorded. The summary provides a chance to begin addressing the Strategic Directions and whether or not they need to be reviewed.

The team felt the summary would be better if the priorities were grouped together and sorted by theme. This summary is an excellent opportunity to provide the Governing Board with information on Strategic Planning and introducing the budgetary needs at the DO and colleges. Without new funds, many priorities could expire. In addition, it is a great opportunity for the DO and colleges to share what issues they are experiencing. Overall the team is very satisfied with the results of planning efforts this year. The Strategic Planning Handbook is new to planning this year and the results need to be shared. The thought is to share the plans and review the summary with SPAC and have them identify possible implications and recommend next steps regarding the

priorities and Strategic Directions. The summaries may indicate that there is some disconnect on some Strategic Directions.

The summary will be revised and distributed.

#### April 14, 2004 Strategic Planning Advisory Council Meeting

The March 4<sup>th</sup> SPAC meeting was cancelled and rescheduled for April 14<sup>th</sup>. The group reviewed the agenda previously sent out for the March 4<sup>th</sup> SPAC meeting and determined what changes needed to be made for the upcoming meeting. The consensus was the previous activities for SPAC planned around the results of the Strategic Conversations was missing a step. Prior to beginning any work on revising the Vision, Mission and Values, SPAC will need to develop and recommend a process for doing so. Following is the draft agenda.

SPAC Meeting – April 14<sup>th</sup>, 2-4 p.m. at Rio Salado College, room 515

- Update on membership
- Updates: Presentations from SPAC members on planning efforts from different areas of representation
- Moving forward on recommendation from January and February Strategic Conversations and the last retreat that examined Vision, Mission and Values
  - Jan and Feb Strategic Conversation Charge to SPAC: should the vision, mission and values statements be revised? (group discussion, see Attachment A, data from strategic conversation)
  - Can we develop and make a recommendation for a process for reviewing and revising the Vision, Mission, and Values?
  - If revisions are recommended, at a later date, some questions that need to be answered are:
    - a. Can we develop consensus on what should be in the vision, mission, values? (group discussion, see: Attachment B, Overview of Mission being defined for us in statute; Attachment C, defining visions and missions)
    - b. Consensus on components of Vision/Mission (group discussion)
    - c. Form Subcommittee to draft revised Vision/Mission based on feedback provided?
    - d. From the last retreat—recasting the goals to be purpose statements under the mission
- Operational Plans (Summary Attachment, pay particular attention to observations from DO & colleges.)
  - Group exercise – Identify any additional priorities or themes not listed, identify possible implications and recommendations for next steps
  - Consensus on need to review Strategic Directions
- Review Governing Board Retreat Agenda
  - Follow up to January 26<sup>th</sup> group activity on shaping discussion on infusing technology into planning
- Future Meetings
  - Review Environmental Trends – Subcommittee to prepare Executive Summary of Trends and identifying issues, SWOT Analysis

#### April 20, 2004 Governing Board Retreat

The focus of the Governing Board Retreat has changed in light of the proposed Tuition and Fee increase being postponed for the next Governing board meeting. About half of the retreat will now concentrate on the budget in relation to tuition and fees. Due to the change in subject all of SPAC does not need to attend the retreat, a few SPAC representatives will be sufficient. With the shift in focus, the agenda will need to be revised and some discussions will need to be postponed. SPST felt strongly about sharing the operational plans. This is a new process and it is important to share the information with the Governing Board. The group would like our Strategic Planning portion to consist of sharing the operational plans and a brief recommendation of a proposed process for reviewing and possible revising the Vision, Mission and Values. The items to be discussed at the

retreat will be: Capital Planning (very brief summary), Strategic Planning: Recommended Process for Vision, Mission and Values, and Operational Plan and end with a discussion on Budget.

Other Items

There were no additional items added to the March 29, 2004 SPST Meeting agenda.

Next Meeting

April 28, 2004 / 1:30 – 4:30 p.m. / Rio Salado College, room 6A