

Strategic Planning & Budget Committee Minutes  
May 4, 2016 – 3:00pm  
Room: 9202

Chair: Guy Hamilton\*

Vice-Chair: Vacant

Note-taker: Julie Bathke\*

**Administrative/Exempt**

Jennifer Coogan

Guy Hamilton\*

Cathy Otto\*

Veronica Zura\*

TBD

**Classified Staff**

Jenifer Aydelotte\*

Ruslana Chernetska

Paul Fernandez\*

Donna Langley\*

TBD

**Faculty**

Shana Calaway\*

Jim Elenteny

Ginger Villanueva\*

Tim Wright

TBD

**Students**

Chronos Chow

Laura Humiston\*

TBD

TBD

TBD

**Ex Officio**

Bayta Maring\*

Stuart Trippel\*

**Guests**

\*indicates attendance

- I. Approval of minutes from meeting on April 20, 2016

The minutes were approved as presented. MSP Ginger/Laura

- II. Summary discussion of “steering committee” recommendations

The group continued the discussion from previous meetings regarding how the committee’s work, particularly around the aSAP process, will fit into the new strategic plan. It was noted that steering committees can recruit individuals to submit aSAPs, and individuals could also approach a steering committee to discuss ideas and potential aSAP proposals.

Stuart shared that the first year of implementing the strategic plan will include a lot of baselining. Information about the steering committees and application process will be presented at the May 20<sup>th</sup> All-Campus update.

There was further discussion about the concept of innovation and how it can apply to SCC. Implementing aspects of the LEAN process was noted as an example of this.

### III. Discussion – proposed timeline for aSAP process in Fall 2016

Guy shared that there was a request for the committee to create a potential timeline for an aSAP application process that would begin in Fall quarter. This could be beneficial for departments to recruit on the standard academic hiring cycle, as well as to be ready for other projects by July 1<sup>st</sup> of the upcoming year. It was noted that there could potentially be a second aSAP process in Spring quarter.

Stuart added that there may be some complication in knowing what resources would be available, as the new allocation model will have some uncertainty.

The group tentatively decided on the following timeline for ET's consideration:

- November 1            aSAP applications due
- November 8            Follow-up questions sent to submitters
- November 15           Responses due
- November 16           Information sent to Dean Team
- November 29           Thoughtful review and notes complete
- November 30           Discussion of controversial proposals (if needed)

It was noted that if a small number of requests are submitted, the entire group will review all submissions. Stuart added that some submissions could be held for future consideration.

### IV. Innovation and Closing the Loop updates

Shana shared that there are currently 3 innovation fund applications up for consideration, and the subcommittee is awaiting responses to their questions. These will be reviewed within the week.

Guy shared that the 2015-16 closing the loop reports are due on May 13<sup>th</sup>; they will be uploaded to Canvas once received.

### V. Open Comments

No additional comments were shared.

Submitted by Julie Bathke