

Strategic Planning & Budget Committee Minutes

October 15, 2014 – 3:00pm

Room: 9202

Chair: Guy Hamilton*

Vice-Chair: Samira Pardanani*

Note-taker: Julie Bathke*

Administrative/Exempt

Mary Kelemen*

Chris Melton

Samira Pardanani*

David Pinter

Veronica Zura*

Faculty

Shana Calaway*

Guy Hamilton*

Ernest Johnson*

Amy Kinsel*

Aura Rios-Erickson*

Ex Officio

Bayta Maring*

Stuart Trippel*

Classified Staff

Jennifer Carnahan*

Ann Martin-Cummins*

Linda Weir*

TBD

TBD

Students

Ashley Cowan*

Heather Ellis*

Konstantin Grinev*

TBD

TBD

*indicates attendance

I. Review/revise minutes

By consensus, the committee approved the minutes from the October 1, 2014 meeting.

Members of the committee introduced themselves.

II. Define the scope of committee work for the upcoming year

Guy spoke to the group about the goals and tasks for the upcoming year. These include:

- Developing and updating the Strategic Plan
- Advising the President on processes for implementing the plan

- Reviewing the College's progress toward achieving the plan
- Developing criteria to assess and allocate funds based on the Strategic Plan
- Modifying the aSAP, SAP, and Innovation & Opportunity Grant processes
- "Closing the loop" on funded proposals

Guy added that a consultant would be assisting the college with developing a long-term plan.

III. Create timeline to complete tasks

There was a discussion about the timeline for committee work. Last year, many of the tasks were jammed at the end of the year; this year, the focus will be to move things forward. Time will need to be allocated in order to ask questions of aSAP proposal authors so that what is given to ELT is more meaningful. A lot will need to happen in Fall quarter.

A handout was distributed that outlined the approximate timeline for the committee work.

A question was asked about whether faculty who received Innovation Leave would be required to report back regarding their activities. Veronica confirmed that they would report to the Board; she will meet with Amy and Bob Francis to further discuss.

IV. Assign subcommittees to focus on specific tasks

Guy reviewed the framework of the work to be done by subcommittees. He spoke about the most urgent needs, as well as the ultimate need to educate the campus of revised processes and due dates.

It was noted that the subcommittee working on the Innovation & Opportunity process would also review those requests.

Amy shared that a separate committee, outside of SPBC, would be tasked with addressing strategic enrollment management.

The group divided into 4 subcommittees, with the membership as follows:

"Tweaking" Strategic Plan: Ashley Cowan, Jen Carnahan, Ernest Johnson, Mary Kelemen, and Samira Pardanani (with Bayta Maring assisting)

Revising aSAP Process: Konstantin Grinev, Linda Weir, Guy Hamilton, Veronica Zura, and Student TBD (with Bayta Maring assisting)

Revising Innovation & Opportunity Process: Heather Ellis, Aura Rios-Erickson, David Pinter, Shana Calaway, and Classified TBD

Review Funded aSAPs: Ann Martin-Cummins, Amy Kinsel, Chris Melton, Student TBD, and Classified TBD

As committee chair, Guy will be touching base with all of the subcommittees.

A question was asked about file sharing, either via DropBox or the X drive. The possibility of students accessing the X drive will be looked into.

V. Open comments

No comments were shared. The meeting was then adjourned for subcommittees to briefly meet.

Submitted by Julie Bathke