

Strategic Planning Subcommittee
Meeting Agenda
April 24, 2023
2:00pm-3:00pm

1. Approval of the minutes
2. Assessment of where we are in Strategic Plan: current challenges and upcoming areas of focus
 - a. Allison Pease – Academic Affairs (10 minutes)
 - b. Mark Flower – Finance and Administration (10 minutes)
 - c. Danielle Officer – Enrollment Management and Student Affairs (10 minutes)
3. New Business

Strategic Planning Subcommittee
Minutes
April 24, 2023
2:00-3:00pm

Present: Allison Pease (*Chair*), Cat Alves, Ric Anzaldúa, Ned Benton, Shu-Yuan Cheng, Mark Flower, Robert Garot, Heath Grant, Dyanna Pooley, Joe Rivera, Nancy Velazquez-Torres, and Alison Orlando (*recorder*)

Guests: Hungde Chan, Rulisa Galloway-Perry, Danielle Officer, and Janet Winter

1. **Approval of minutes from March 7, 2023.** The minutes were approved as proposed.
2. **Assessment of where we are in Strategic Plan: current challenges and upcoming areas of focus.** Allison P. explained that the college is now more than halfway through the 2020-2025 Strategic Plan, and that Academic Affairs, Finance & Administration, and Enrollment Management & Student Affairs (EMSA) will present to the committee today to assess where they are at this point. She added that she feels that there is value in having this discussion to understand where we need to focus to reach our goals and to have realistic discussions on what can and cannot be accomplished. Allison P. was the first to present and gave a status report on Academic Affairs progress towards the goals in the Strategic Plan. She spoke about different areas of progress towards the strategic plan goals such as graduation rates, cohort-based services, experiential learning, and faculty hiring. She ended the presentation by explaining that through this exercise it became apparent that Academic Affairs needs to focus on student fundamental learning and assessing it. Mark F. then presented for Finance and Administration, and spoke about areas of focus in the division that work towards the strategic plan goals. These areas include having a balanced 3-year projected all funds budget, utilizing HEERF Funds to support student success, and increasing full-time faculty to levels supported by the HEERF Plan. He also spoke about space planning and creating budget transparency through data dashboards created in Microsoft Power BI. His presentation was followed by questions on the data dashboards that focused on their functionality and purpose. Danielle O. then presented for EMSA, and their progress towards the Strategic Plan. Danielle O. went over each goal and spoke about the divisional accomplishments for EMSA. This included but was not limited to the migration of service operations to zoom during the pandemic, CSIL's work with External Affairs and UMI to host civic engagement opportunities, the establishment of the LGBTQ+ Resources Center, and increased processing of micro-loans by Financial Aid. She moved on to talk about areas that still need attention including the training and development of HEO staff, more robust budget models to help provide direct student support, targeted mechanisms to support students of color, and building support for students in our fully online undergraduate degree programs. This was followed by a conversation on the need for professional development for staff. Allison P. commented that she has heard that staff want more professional development opportunities along with more institutional investment in their support and progress. She feels that we should look at how to do this as an institution. Mark F. talked about opportunities for professional development and spoke about LinkedIn Learning. There was a short discussion on how to optimize the use of LinkedIn Learning. Danielle O. added that people are also looking for targeted opportunities that are specific to their roles and jobs.
3. **New Business.** There was no new business.