

**MOHAWK VALLEY COMMUNITY COLLEGE
UTICA AND ROME, NEW YORK**

**Strategic Planning Committee
Monday, March 26, 2007
Noon-PH 300 and PC 209**

Members present: Joan Andrek, Franca Armstrong (representing Dan Larson), Eileen Dailey, Ralph Feola, Patty Fox, Kenisha Groomes-Faulk, Robert Jubenville, Don Kelly, Beverly Quist, Mark Radlowski, Norayne Rosero, Richard Stempien, Donna Sawyer-White, Zhao Jin Ang

Chair Eileen Dailey called the meeting to order at 12:03 p.m.

1. Review/Approval of Agenda: On a motion by Joan Andrek, seconded by Mark Radlowski, and unanimously passed, the agenda was approved as submitted.
2. Public Comments: None
3. Review/Approval of the Minutes of the February 26, 2007 Meeting: On a motion by Rick Stempien, seconded by Mark Radlowski and unanimously passed, the minutes of the February 26 meeting were approved with the following amendment: The first sentence of the second paragraph of Item 6 (Landscaping Plan) was removed.
4. Report of Nominating Committee: Eileen Dailey reported on behalf of Denise DiGiorgio, chair of the Nominating Committee, that Zhao Jin Ang has been named Student Congress Representative to the SPC. Eileen welcomed Zhao to the committee. Zhao is a Business Administration student interested in the role of planning in education.
5. Status of 2006-2007 Priority Objectives:
 - a. Financial Stability Work Group: Ralph Feola reported on behalf of this work group. A copy of his report is attached. He noted that work continues on the collection of cost data and on participation with benchmarking groups, and reported some success on the objective of assisting the MVCC Foundation in distribution of funds by providing financial data, on efforts to lobby the county and state governments for financial support, and in seeking non-traditional revenue sources. On a motion by Joan Andrek, seconded by Franca Armstrong and unanimously passed, the report was approved.
 - b. Institutional Climate: Patty Fox reported on behalf of this work group. A copy of her report is attached. She reported that three of four contract negotiations have been settled, that and that the college's Affirmative

Action Plan has been revised. Efforts to improve morale and create an atmosphere where all employees feel appreciated are ongoing.

Discussion followed on the next step in the revision of the Affirmative Action Plan. The plan will next go to the College Senate for approval, then to the Board of Trustees.

The committee noted that the first of the posters designed to inform the college community of the efforts of the Strategic Planning Committee have been posted. The next poster in the series will deal with the activities and membership of the Institutional Climate Work Group.

On a motion by Joan Andrek, seconded by Ralph Feola and unanimously passed, the report of this work group was accepted.

6. Landscaping Plan: Discussion resumed on the various landscaping proposals provided by the LA Group. Oneida County has allocated funds in this year's budget that are adequate to fund work on the dormitory parking lot and landscaping in the quad area. The landscaping plans have been brought to the attention of the College Senate's Green Campus Committee. The SPC has requested, through Nelissa Rutishauser, chair, that the college's Green Campus committee comment on the plans. Input on the development and selection of a plan is being solicited college-wide. Ralph Feola stated that the county will be moving forward with a decision and advertisement for bids soon, with work to begin this summer. It was suggested that members inform constituencies about the plan, and that any comments or suggestions be sent to Don Kelly by April 9. Comments will be collected and forwarded to Ralph Feola's office for submission to the county.
7. Master Calendar: Norayne Rosero stated that the Assessment Work Group has a goal to coordinate the Strategic Planning, Academic, Budgeting and Assessment Calendars. Previous efforts to develop a coordinated college-wide calendar failed due to the complexity of the task. Ralph Feola was asked to reassemble this task force to see if any progress could be made in the effort to coordinate these four calendars. It was noted that work is progressing on the development of a Marketing/Website calendar and that the Instructional side is also working on a coordinated calendar.
8. The next meeting of the Strategic Planning Committee is scheduled for Monday, April 9 at noon in PH 300 and PC 209. Items on today's agenda that were not discussed will be included on the agenda for the next meeting. The Internal Communications/External Marketing and Enrollment Management Work Groups will be asked to report on the status of objectives and the Rome Work Group will be asked to report.

9. On a motion by Patty Fox, seconded by Joan Andrek and unanimously passed, the meeting was adjourned at 12:58 p.m.

Respectfully submitted,

Don Kelly
Documentation Specialist