

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

**Strategic Planning Committee
Monday, April 23, 2007
Noon-PH 300 and PC 209**

Members Present: Joan Andrek, Sue Bice, Ron Cantor, Eileen Dailey, Dan Ianno, Patty Fox, Kenisha Grooms-Faulk, Paul Katchmar, Don Kelly, Denis Kennelty, Dan Larson, Mary Noti, Beverly Quist, Mark Radlowski, Maria Ramos, Norayne Rosero, Michael Schafer

Chair Eileen Dailey called the meeting to order at 12: 02 p.m.

1. Review/Approval of Agenda: On a motion by Dan Larson, seconded by Mark Radlowski and unanimously passed, the agenda was approved with the following additions: 7. Master Calendar Committee Report; and 8. 20//20 Vision.
2. Public Comments: None
3. Review/Approval of the Minutes of the April 9, 2007 Meeting: On a motion by Joan Andrek, seconded by Sue Bice and unanimously approved, the minutes of the April 9 meeting were approved as submitted.
4. Strategic Planning Committee Membership: Don Kelly reported on the progress of this group, which has been asked to review the current SPC membership (attached) and make recommendations for any required changes. He reported that the group had reviewed the membership determined by the SPC bylaws, and that a number of potential changes have been discussed. These include: 1) adding a second member to the Department Head category, and changing the title of the category to Department Head/Director; 2) Adding a second non-teaching professional, with a stipulation that one of the two members in this category be non-supervisory; 3) Adding an additional faculty position for adjunct faculty; 4) increasing the representation of Classified Staff; and 5) Adding the Director of Institutional Advancement to the list of Continuing Members.

Discussion followed on the proposals. It was noted that the intent of the bylaws was that the membership be fully representative of all constituent groups in the college community and that proportionate representation should consider not just number, but also authority to make decisions. The full SPC recommends that any recommendations on changes in membership be presented to and considered by the incoming president.

5. Duties of Strategic Planning Committee Members: A proposed list of SPC member duties was distributed. Proposed duties are based on the duties of Senate

members. After a brief discussion, the work group was asked to amend the list of duties per the discussion and bring it back for adoption at the next meeting.

6. Status of 2006-2007 Priority Objectives:
 - a. Internal Communication and External Marketing: Joan Andrek reported that the Marketing Advisory Work Group has been formed, consisting of Joan Andrek (chair), Morris Pearson, Stephanie Verostek, Bob Clarke, Jim Gifford, Kate Barefoot, Denis Kennelty, Mary Noti and Zhou Ang (student). The work group has met once and has made progress on its first priority objective (Develop iterative and new marketing strategies). The group is meeting again on April 24 and will discuss priority objectives 2 and 3. A copy of her full report is attached.
 - b. Rome Campus: Ron Cantor reported that the Rome Campus Work Group has been formed, consisting of Ron Cantor (chair), Maria Ramos, David Katz, Ralph Feola, Dan Larson, Joan Andrek, John Zegarelli and Stephanie Verostek. The work group will have its first meeting on April 30 and will have a report for the next meeting.
7. Master Calendar Committee: This work group, consisting of Ralph Feola, Patty Fox, Paul Katchmar, and Mark Radlowski, has met once and will meet again on April 25. They have been looking at software that will allow merging of the Planning, Assessment, Budgeting and Human Resources calendars and hope to have a presentation at the next SPC meeting.
8. 20/20 Vision: President Schafer reported on a program presented at the most recent Post-Secondary International Network Conference. The program included presentations by speakers in a number of areas (such as the environment, economy, and business), forecasting where each area would be and the challenges it would face in the year 2020. He proposed a similar series of presentations, organized by the SPC, for the fall of 2007. A group consisting of Ron Cantor, Dan Larson, Patty Fox, and Sue Bice will work with him on the preparation of an outline of presentations.
9. Eileen Dailey noted that work groups need to begin consideration of priority objectives for 2008-2009, for presentation to the full SPC in September.
10. Eileen Dailey noted that, since the tragic events at Virginia Tech, the MVCC Crisis Group will be meeting this week to discuss any necessary changes to our response plans.
11. The next meeting of the Strategic Planning Committee is scheduled for Monday, May 7 at noon in PH 300 and PC 209.
12. On a motion by Patty Fox, seconded by Dan Larson and unanimously passed, the meeting was adjourned at 12:20 p.m.