

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

**Strategic Planning Committee
Thursday, November 8, 2007
3:00 pm-PH 300 and PC 209**

Present: Joan Andrek, Franca Armstrong, Ron Cantor, Eileen Dailey, Denise DiGiorgio, Sandra Engel, Ralph Feola, Patty Fox, Paul Halko, Dan Ianno, Robert Jubenville, Brian Judycki, Lewis Kahler, Paul Katchmar, Don Kelly, Denis Kennelty, Marie Kohl, Michael McHarris, Beverly Quist, Mark Radlowski, Maria Ramos, Norayne Rosero, Randall VanWagoner, Donna Sawyer-White

Chair Eileen Dailey called the meeting to order at 3:07 p.m.

1. Review/Approval of Agenda: On a motion by Donna Sawyer-White, seconded by Bob Jubenville and unanimously passed, the agenda was approved as submitted.
2. Public Comments: None
3. Review/Approval of the Minutes of the October 18, 2007 Meeting: On a motion by Patty Fox, seconded by Joan Andrek and unanimously passed, the minutes of the October 18 meeting were approved as submitted.
4. Review of Draft Directions/Priorities/Initiatives: President VanWagoner noted that the committee has time to fully discuss the proposed new format for strategic planning. As previously discussed, we will be informing Middle States of the evolution of MVCC's strategic plan, with the expectation that the new plan will be developed by the time the Middle States Team members complete their visit in April 2008.

The committee has had an opportunity to discuss the draft Directions/Priorities/Initiative document and indicated support for the overall concept. Denise DiGiorgio presented the draft at a recent staff meeting and stated that the draft was well received. Sandra Engel suggested that an additional Level II statement regarding Workforce Development be included under the "Partnerships" Level I statement. The group agreed that this addition is appropriate. The committee also agreed to a change in the titles of the statements to more clearly indicate the scope of each statement. Level I statements, the broadest category, will be called "Priorities," Level II statements, more specific statements under each Level I statement, will be called "Directions," and the Level III statements, yet to be developed, will be called "Initiatives."

The committee discussed how Initiative statements will be developed. These may be developed from the recommendations of the charter groups currently working on a number of specific areas. Others will be developed from departmental recommendations. Additional initiatives will be developed to address specific issues identified as work on

the plan progresses. The plan also envisions that each Initiative will require the development of specific action steps, typically by departments or operating units.

Norayne Rosero noted that the new plan will need to be tied to assessment and that all activities relating to the plan must be documented.

In addition, it is yet to be determined how the new planning format will be tied to budget allocation. The role of the SPC in linking planning to budget allocation is yet to be determined.

The committee discussed how the new plan will be presented to the college-wide community. The draft Priorities and Directions will be presented to Department Heads at their next meeting. Additional strategies need to be developed to insure that the proposal receives college-wide review. It was suggested that the document be circulated and comments be received prior to the SPC meeting at noon on Wednesday December 19. A copy of the draft to be circulated is attached.

5. Charge for the Strategic Planning Committee: This topic, along with SPC Bylaws and membership, will be discussed at the next regular meeting of the SPC.
6. The next meeting of the Strategic Planning Committee is scheduled for Thursday, November 29, 2007 at 3:00 pm.
7. The meeting was adjourned at 4: 32 pm.

Respectfully submitted,

Don Kelly
Documentation Specialist