

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

**Strategic Planning Committee  
Thursday, November 29, 2007  
3:00 pm-PH 300 and PC 209**

Present: Franca Armstrong, Ron Cantor, Eileen Dailey, Denise DiGiorgio, Sandra Engel, Ralph Feola, Patty Fox, Paul Halko, Robert Jubenville, Lewis Kahler, Paul Katchmar, Don Kelly, Denis Kennelty, Michael McHarris, Mark Radlowski, Maria Ramos, Norayne Rosero, Randall VanWagoner

Guest: Morris Pearson

Chair Eileen Dailey called the meeting to order at 3:06 pm.

1. Review/Approval of Agenda: On a motion by Patty Fox, seconded by Paul Halko and unanimously passed, the agenda was approved as submitted.
2. Public Comments: None
3. Review/Approval of the Minutes of the November 8, 2007 Meeting: On a motion by Franca Armstrong, seconded by Paul Halko and unanimously approved, the minutes of the November 8 meeting were approved as submitted.
4. Review of Draft Priorities/Directions/Initiatives: Discussion resumed on the draft of the new direction for the college's strategic plan. Denise DiGiorgio has discussed the proposal with her staff and Sandy Engel has circulated the draft Priorities and Directions to Department Heads. Initial response is favorable, although questions have been raised regarding the responsibilities of existing SPC work groups, on how the Directions and Initiatives will be translated into specific work steps at the departmental and interdepartmental level, and on how the new strategic planning process will be tied to budget allocation.

Responsibility for overseeing progress on specific Directions is still to be determined. The final decision on where responsibility will lie will depend on a number of factors, including activities of the six charter groups currently working on specific questions, on the results of an overall review of college committee structure, and on the specific work steps that emerge to address initiatives. Until these questions are answered, existing SPC work groups will remain.

The committee also discussed how Initiatives and work steps will be developed. As the draft is written, the SPC develops Level III statements (Initiatives) and distributes them college-wide. Each department or program would address specific Initiatives in its annual plan and tie budget requests to the work steps proposed. It is also likely that departments will identify additional Initiatives and propose work steps to accomplish them.

Departments will therefore have two options in addressing college-wide directions: develop department work steps to address college-wide Initiatives and/or develop additional department-specific Initiatives and the tasks necessary to achieve them. President Wan Wagoner stated that it might be appropriate for each department to identify one "stretch" goal for the year and to focus on that goal.

The SPC also discussed what the role of the committee would be under the new plan. President VanWagoner sees its role as one of formulating the college's vision in the short (one-year) and longer (five-year) terms, and not one of supervising departmental progress on Initiatives.

In order to get additional input on the draft Priorities, Directions and Initiatives and in order to receive input from departments on how Level III statements and work steps will be developed, the entire draft plan, including Initiatives, will be distributed, with a request for comment before the SPC's next meeting.

5. Charge for Strategic Planning Committee: Consideration of the SPC's charge and membership will be postponed until the shape of the new plan is more fully developed.
6. Next Meeting: the next meeting of the SPC is scheduled for Wednesday, December 19, 2007 at 11:30 am in PH 300.
7. On a motion by Franca Armstrong, seconded by Patty Fox and unanimously passed, the meeting was adjourned at 4:08 pm.

Respectfully submitted,

Don Kelly  
Documentation Specialist