

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

**Strategic Planning Council  
Tuesday, September 15, 2015  
3:00 pm-PH 300 and PC 131**

Present: Franca Armstrong, Marianne Buttenschon, Paul Katchmar, Don Kelly, Bill McDonald, Mark Radlowski, Geri Sultenfuss, Jim Sunderhaft, Tim Thomas

Chair Buttenschon called the meeting to order at 3:08 pm.

1. Review and Approval of the minutes of the September 8 SPC meeting was deferred until the next meeting.
2. Members present received a report of progress on objectives identified for the 2014-15 academic year. The report is attached and is also available in the SPC folder on the M drive. The council thanked Geri Sultenfuss for her efforts in collecting and compiling the report. The group also discussed the need for additional detail in future reports, including more specific statements on percent completion of objectives.
3. The SPC will meet on the afternoon of Wednesday, October 7 to discuss metrics to be used in evaluating progress on goals for the new Strategic Plan. Prior to this meeting, the President will be meeting with college offices and personnel most directly connected with collecting data on the metrics. The objectives of these meetings are to determine what data is available and to establish reasonable targets for each strategic goal.

The Enrollment Management Council met to discuss the definition of retention to be used in the metrics. A summary of their discussion and recommendation is attached.

The subcommittee discussing Universal Design for Learning standards (Mariotti, Lynch, Kelly) will be meeting to make recommendations to the SPC.

4. A schedule of meeting dates and locations for fall 2015 and spring 2016 is attached.
5. The meeting was adjourned at 3:30 pm.

Respectfully submitted,  
Don Kelly  
Recorder