

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

**Strategic Planning Council  
Tuesday, January 19, 2016  
3:00 pm-IT 225**

Present: Diana Ayers-Darling, Marianne Buttenschon, Maryrose Eannace, Mike Faitell, Nick Gioppo, Jill Heintz, Paul Katchmar, David Katz, Don Kelly, Jim Lynch, Mike McHarris, Stephanie Reynolds, Star Robinson, Norayne Rosero, Roman Santos, Thomas Squires, Tim Thomas, Randall VanWagoner

Chair Buttenschon called the meeting to order at 3:05 pm.

- 1. Review/Approval of the Minutes of the December 15, 2015 Meeting:** On a motion by Norayne Rosero, seconded by David Katz and unanimously passed, the minutes of the December 15 meeting were approved as submitted.
- 2. Consideration of Metrics for “Strengthen the Educational Pipeline:”** Vice President Eannace presented measurable outcomes for the three metrics that are part of this goal. A copy of the metrics and accompanying narrative is attached.
- 3. Board of Trustees Review of Goals and Metrics:** President VanWagoner reported that the Board of Trustees has established a schedule for consideration and discussion of strategic goals and metrics between January and December 2016. Metrics for increasing fall-to-fall retention and graduation rates were discussed at the January Board meeting.
- 4. 2016-17 Budget Process:** Vice President Squires discussed the process for integrating the new strategic plan into the budget development process. Budget managers have been asked to indicate how requests for changes in funding relate to the strategic plan, with specific reference to goals and metrics. VP Squires, Mark Radlowski and Norayne Rosero will be meeting with budget managers over the next few weeks to discuss the process. Budget requests and supporting statements must be returned to the Cabinet by February 1. The Cabinet will consider the requests and forward a budget to VP Squires by March 1.
- 5. Relationship to Middle States Accreditation:** Norayne Rosero pointed out that it will be particularly important to demonstrate the relationship between the budget and the strategic plan. If measurable outcomes are closely tied to goals, this will also serve to assess the college’s effectiveness in meeting its mission.

**6. Next Meeting:** the next meeting of the SPC is scheduled for Tuesday, February 9 at 3 pm in IT 225.

The meeting was adjourned at 3:54 pm.

Respectfully submitted,

Don Kelly  
Recorder