

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

**Strategic Planning Council  
March 28, 2017  
1pm- PH 300**

**Final**

Present: Jennifer DeWeerth, Maryrose Eannace, Kim Evans-Dame, Michael Faitell, Jill Heintz, Paul Katchmar, David Katz, Jim Lynch, Tamara Mariotti, Marie Miknavich, Kristen Skobla, Thomas Squires, Geri Sultenfuss, Alen Smajic, Jim Sunderhaft, Richard Thomas

Chair DeWeerth called the meeting to order at 1pm.

**1) Approval of Minutes**

The February (2-20-2017) meeting notes were approved.

It was also noted with appreciation that the 2016-17 midyear progress update is almost complete; 4 of 5 workgroups have submitted and the last is on the way. The final report on the 2016-17 annual plan will be completed in September. Changes can be noted in those reports if goals and initiatives had to be adjusted for any reason.

**2) Hawk Vision Update**

Jim Lynch presented two proposed charters from Hawk Vision:

- 1) Distance Learning Work Group
- 2) 4+1 Guided Pathway Work Group

The charters are also going to Cabinet. Following brief discussion, SPC thanked Hawk Vision for sharing these two initiatives, which support Catalyst 2020.

**3) 2017-18 Annual Plan Development**

Paul Katchmar presented the pivot tables developed by Mary Jane Parry, who could not attend. The content comes from the Excel Planning Table prepared by budget managers as part of the budget process, and can be sorted by the strategic plan sub-goals connected to specific department objectives.

It was suggested that the "Measurable Outcome" column be added as that sometimes best describes the activity that will be undertaken. An additional tab for "Progress" should also be added for reporting at the end of the year.

Work groups should plan to meet, review all department objectives coded to their goal, and determine which ones would rise to the level of moving the College forward next year toward meeting Catalyst 2020 goals. Recommendations should be sent by April 14<sup>th</sup> to Geri, Jennifer, and Jill Heintz, who will compile for Cabinet review. \*\*Following the meeting, work groups were also asked to provide some narrative of how they conducted their review and made their determinations.

This is the first time through this process, so work groups should use their knowledge of their Catalyst 2020 goal and the progress to date to identify initiatives as well as consider how outcomes will be measured. In general, each of the 13 sub-goals of the strategic plan (1A, 3B, etc.) should have 1-3 annual initiatives listed in the 2017-18 annual plan.

Cabinet will prepare a draft 2017-18 annual plan based on the recommendations from the workgroups that will come back to SPC for approval at the April meeting.

Respectfully submitted,

Geri Sultenfuss  
Recorder