

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

**Strategic Planning Council
Tuesday, March 8, 2016
3:00 pm-PH 300**

Present: Franca Armstrong, Diana Ayers-Darling, Marianne Buttenschon, Maryrose Eannace, Nick Gioppo, Jill Heintz, Paul Katchmar, David Katz, Don Kelly, Jim Lynch, Bill McDonald, Michael McHarris, Mark Radlowski, Norayne Rosero, Matthew Snyder, Thomas Squires, Geri Sultenfuss, Jim Sunderhaft, Tim Thomas, Randall VanWagoner

Chair Buttenschon called the meeting to order at 3:03 pm

1. **Draft 2016-17 Annual Strategic Plan:** President VanWagoner presented a proposal for the development of a revised college annual plan for 2015-16 that would serve as a prototype to develop an annual plan for 2016-17. Each of the five strategic goals has specific outcomes for each objective. The Cabinet will forward an updated draft for both years to the SPC in late March. The SPC would refine and shape the final annual plans in April and early May. The plan would then be forwarded to the Board of Trustees at their May meeting. Progress on reaching these measures would be assessed quarterly by the SPC. The Council will discuss these ideas and the implications at the next meeting.
2. **Review/Approval of the Minutes of the January 19, 2016 Meeting:** On a motion by Jim Lynch, seconded by Jill Heintz and unanimously approved with one abstention, the minutes of the January 19 meeting were approved as submitted.
3. **Progress on objectives identified in the 2015-16 Annual Plan:** Geri Sultenfuss has prepared an Excel spreadsheet with objectives and measurable outcomes identified for budget units. She will begin contacting units to determine progress. A number of units have not identified measures tied to the 2015-16 annual plan. Norayne Rosero noted that Middle States will require that the college demonstrate how budget requests are linked to the strategic plan at the institutional, departmental and individual levels, and how measurable outcomes associated with plans are assessed.

4. **Consideration of Metrics for “Strengthen the Educational Pipeline:”**
Mark Radlowski presented revised figures for two of the three outcomes:
 - a. Strengthen outreach efforts to increase the number of K-12 educational opportunities: additional information is necessary to refine the definition of “faculty outreach.” Some centers count the number of faculty involved in each outreach effort, other centers count all faculty outreach as a single effort. Based on how this metric is defined, the percentage increase in the goal will change. Senate Faculty Caucus will be consulted for input on the definition to be used. There was also discussion about the title of this objective. The SPC suggests that it be changed to “Strengthen Outreach Efforts to K-12 Institutions.”
 - b. Strengthen university partnerships to increase the number of bachelor and graduate program partners and students enrolled in completer programs: additional information is also needed to refine the metrics for this objective.
 - c. Strengthen transfer success by increasing the percentage of AA and AS graduates who transfer to a four-year institution: the metrics for this objective remain unchanged; definitions in the narrative have been refined.
5. **Next meeting:** The next meeting is scheduled for Tuesday, April 12 at 3 pm in IT 225. Three items are on the agenda:
 - a. Review of the draft annual strategic plan;
 - b. Report on metrics for the Educational Pipeline Goal;
 - c. Development of plan to communicate the revised Mission Statement and Strategic Goals to the college community.

On a motion by Franca Armstrong, seconded by Geri Sultenfuss and unanimously passed, the meeting was adjourned at 4:04 pm.

Respectfully submitted,

Don Kelly
Recorder