

DRAFT

College Planning Council Agenda September 28, 2006 2:30 p.m. – 4:50 p.m. East Campus, 3-113

The meeting will last 2 hours and 20 minutes if the time targets are met, including a 15-minute break.

- I. **Welcome and Introductions** (5 minutes) – Fitzroy Farquharson
- II. **Action Item: Minutes of July 27, 2006 Meeting** (5 minutes) – Susan Kelley (See Attachment A.)
- III. **Report: Orientation Plans for New Council Members** (10 minutes)– David Rogers
David will report on plans to provide orientation to new members of the governing councils. (See Attachment B.)
- IV. **Report: Budget and Financial Advisory Group** (10 minutes) – David Rogers
David will report on the plans being made by the BFAG to evaluate the Strategic Budget Initiatives funded this year, and previously funded initiatives that will end in the year ahead. Also, he will report on plans to work with Keith Houck on budget forums to launch budget planning for 2006-07.(As attachment may be forwarded later via separate email, or handed out at the meeting.)
- V. **Report: Strategic Planning Committee and Task Force Formation** (15 minutes) – Susan Kelley
Susan will report on the President’s appointment of the College Planning Committee and on the membership and meeting schedules for the four Strategic Planning Task Forces. One Council member will be asked to serve as a liaison between the Council and each Task Force.
(See Attachment C – Task Force members, D – Committee Members, and E and E-2 – Data and Situational/Needs Analysis Task Force minutes with Excel list of data being gathered.)

BREAK – 15 minutes

- VI. **Learning Activity: Situational Analysis** (60 minutes) – Fitzroy Farquharson and Fiona Baxter
With a principal planning activity for Fall 2006 focused on creating a situational analysis for Valencia, the Council will read and discuss situational analyses prepared by other colleges to gain a greater understanding of how analyses are conducted and how the written reports are structured.

(The web site locations for the materials to be read were sent out earlier via separate email from Rita Moore. If you need these, please contact Rita at ext 2967.)

- VII. Report: Developing a Council Learning Agenda** (10 minutes) – Fitzroy Farquharson
Fitzroy will share the recommendations of the Learning Agenda task force that will meet in the week prior to the Council meeting, and Council members' comments and recommendations will be sought as we finalize a Learning Agenda for the Council.
- VIII. Report: Annotated Schedule of Meetings for 2006-07** (5 minutes) – Susan Kelley will share a draft annotated schedule of Council meetings for 2006-07, with expected agenda items noted for each meeting. The co-chairs will adjust the schedule as needed as monthly agendas are developed to ensure that the work of the Council proceeds in a timely way. (See Attachment F.)
- IX. Next Meeting Date and Time** (5 minutes) – Fitzroy Farquharson
The next meeting is scheduled for October 26, 2006, at the Winter Park Campus, at 2:30 p.m.