

COLLEGE PLANNING COUNCIL

DRAFT MINUTES

March 27, 2008

Osceola Campus, Room 2-219B

Council Members Present: Karen Blondeau, Suzette Dohany, Jean Marie Fuhrman, Mary Ann Gagen, Linda Hidek, , Susan Kelley, Michele McArdle, Joyce Romano, Michael Shugg, Rose Watson, Chris Wettstein, Bill White

Council Members Absent: Kay Garner, Keith Houck, Joe Lynn Look, Ruth Prather, George Rausch, Erica Reynoso, Linda Vance, Kaye Walter

Council Staff Present: Jeff Cornett, Rita Moore, Pedro Rivera

Guest: Kurt Ewen

Welcome and Introductions

Susan Kelley called the meeting to order and introduced a new member, Mary Ann Gagen.

Action Item: Minutes of January 24, 2008, Meeting

Susan Kelley presented the minutes of the January 24, 2008, meeting.

Action: The Council approved by consensus the minutes of the January 24, 2008, meeting.

Report: 2008-09 Budget Update

Pedro Rivera provided an update on the budget projections from the state. Discussion followed on a number of topics including:

- An increase in enrollment, which adds to revenue, also adds to expense, when costs to accommodate additional students are considered.
- It may not be until late in 2010 that the state finally returns to the revenue levels of 2005-06.
- Strategic Equipment Requests, which will be requested in July, should not be affected by the operational budget cuts (Fund 1) because money for this purpose comes from a different fund.

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- The expanded Budget and Financial Advisory Group (BFAG) is scheduled to meet April 17 for the purpose of reviewing budget issues as the College finalizes the 2008-09 operational budget. Rose Watson and Keith Houck will co-chair this meeting.

Report: Planning Process Update

Suzette Dohany and Susan Kelley reported on the work of the task forces as the College moves toward finalizing the Strategic Plan for consideration by the College Planning Committee in April, and by the Board of Trustees in May.

The Evaluation Task Force, which met on March 26, proposed baseline measures for all of the draft objectives, and have identified nearly all of the data needed. In a few cases, they are awaiting data to be gathered later in 2008, or are checking on the continued availability of outside sources of data. If any of the data are unavailable, the College will develop a substitute measure. The recommendations of the Task Force, including projected baseline and target measures, will be sent out electronically to CPC members once finalized.

The Strategic Goals and Objectives Task Force has completed the task of recommending goals and objectives to the College Planning Committee, and the Task Force members will conduct a self-evaluation as the work concludes.

Karen Blondeau and Suzette Dohany reported that the Communications Task Force is scheduled to meet April 22. They will make recommendations regarding communications as the plan is finalized and implemented. That Task Force will also conduct a self-evaluation of its work.

The College Planning Committee is scheduled to meet on April 7 to review the first draft of a complete Strategic Plan and to consider recommendations from the Task Forces.

Institutional Effectiveness

Susan Kelley reported that the President asked that three meetings be convened this Spring, one of which has already taken place, with a group of leaders from across the College to learn more about and make recommendations regarding the Institutional Effectiveness process. Kurt Ewen is providing leadership for these meetings.

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A component of Institutional Effectiveness is the College's progress in meeting the goals and objectives in the Strategic Plan. Kurt shared the meaning of Institutional Effectiveness, the related SACS requirements, and the planning process underway to design Valencia's Institutional Effectiveness model.

Kurt also shared a draft web-based tool entitled "Planning by Valencia – Online Initiative Builder" that will enable all College planning units to record the links between their unit plans and the Strategic Plan. A work team of representative users will meet with Kurt to refine the tool.

Next Meeting Date and Time

Susan reminded the members that two optional dates were being held on our calendars for the next College Planning Council meeting: April 24 and May 8. In consultation with Keith Houck, it was agreed that meeting on April 24 would be most helpful to the budget process for the year ahead. Therefore, the May 8 date has been cancelled, and the next meeting will be held on April 24, on East Campus in 3-113.

The meeting adjourned at 4:30 p.m