

**COLLEGE PLANNING COUNCIL**

**MINUTES**

**July 27, 2006**

**Council Members Present:** Karen Blondeau, Fitzroy Fahrquharson, Jean Marie Fuhrman, Keith Houck, Susan Kelley, Michele McArdle, Lana Powell, Shawn Robinson, Linda Vance, Bill White

**Council Members Absent:** Tom Byrnes, Suzette Dohany, Ray Enger, Darlene Powers, Ruth Prather, Joyce Romano, Jovan Trpovski, Kaye Walter, Rose Watson

**Council Staff Present:** Fiona Baxter, Thomas Greene, Helene Loiselle, Rita Moore, Pedro Rivera

**Guests Present:** James Leonard representing Rose Watson

**I. Welcome and Introductions**

Fitzroy convened the meeting, and introduced new members, Michele McArdle and Shawn Robinson, as well as guest, James Leonard, representing Rose Watson. He also congratulated Fiona Baxter on her new administrative position, and noted that this changes her status on the CPC to a Staff position rather than a representative of professional staff.

**II. Report: Council Member Orientation Update**

David Rogers was not able to attend this meeting, but advised that he is working on plans to provide orientation for new members of all governing councils and will have his report ready for the September CPC meeting.

**III. Minutes of May 25, 2006, Meeting**

**Action: The Council approved by consensus the Minutes of the May 25, 2006, meeting.**

#### **IV. Learning Activity**

Fiona Baxter, Fitzroy Farquharson and Thomas Greene led the council in a consideration of the uses of qualitative and quantitative data. Since the planning process is data driven, according to our design principles, it is important that the Council be knowledgeable in the types of data that will be used and in how it can be interpreted. The presentation is expected to be shared with the College on Learning Day.

#### **V. Report: 2006-07 Operational Budget (Fund 1)**

Keith Houck shared the 2006-07 budget as approved by the Board of Trustees at the June 2006 meeting. The approved budget included Strategic Budget Initiatives as approved by the President, following recommendation from the Budget and Financial Advisory Group and the CPC. He noted the ways in which the budget reflects the principles and priorities set by the Council.

#### **VI. Report: Plan for Planning**

Susan Kelley updated the Council on the presentation of the “Plan for Planning” to the President in June and to the Board of Trustees on July 18. The Board of Trustees was very enthusiastic about the Plan and a representative will be actively involved in the planning process.

Susan also provided two hand-outs from David Rogers: the Strategic Learning Plan Draft Web-overview and the Strategic Learning Plan Update. Council members were asked to review these and share any comments with David.

#### **VII. Report and Action Item – Appointment of Planning Task Forces**

Susan Kelley and Fitzroy Farquharson led a discussion of the draft charges to the four Planning task forces. In response to a question about opportunities for involvement in the Planning process from the community, Susan shared initial plans for such input through community conversations and student and prospective student focus groups.

**Action Item: It was agreed that Susan will forward the draft charges to the Planning Task Forces with the President for his final approval.**

#### **VIII. Development of Council Learning Agenda for 06-07**

Fitzroy Farquharson reported on his plans to recruit and work with a Council task force of six or seven members to develop a draft learning agenda for the Council for 2006-07, aimed at supporting the

Council in its work as the year progresses. Members were asked to call or e-mail him with suggested topics of interest to them. He passed around a sign-up sheet requesting volunteers to meet once or twice before the next meeting to develop learning activities for future meetings.

**IX. Report: Schedule of Meetings for 2006-07**

Fitzroy Farquharson shared his plan for developing a master schedule of planning group meetings for the year, to be updated as each group meets throughout the planning process. He wants the information to be easily accessible to all.

He reminded the Council that there will not be a CPC meeting in August, and the next meeting is scheduled for September 28, 2006, on East Campus in 3-113.

The meeting adjourned at 4:45 p.m.