



STRATEGIC PLANNING COUNCIL

Thursday, March 10, 2016

Ammerman Campus
William J. Lindsay Life Sciences Building, Room 114

MINUTES

In attendance:

Dr. Paul Beaudin	Myung-Chul Kim	Matthew Okerblom
Laurey Buckley	Theodore Koukounas	Dr. Jeffrey Pedersen
Dr. Maria DeLongoria	Ben Laudicina	Gary Ris
Dr. Marc Fellenz	John Lombardo	Raymond Roses
Dr. Janet Haff	Richard Mack	Dr. Catherine Wynne
Dr. James Keane	Dr. Patty Munsch-Eilbeck	

Professor Theodore Koukounas began the meeting at 3:52pm:

- Welcomed the membership and moved to approve the minutes from the last meeting on January 28, 2016. A vote was taken and the minutes were approved as written.
- It was anticipated that the membership would break up into working groups during the meeting but since so many members were not present because of other meetings, that idea was abandoned.

Dr. Jeffrey Pedersen gave an update on Operational Planning:

- Changed the format of the Operational Plan to make it easier to follow.
- The progress report is produced half-way through the year. Its purpose is to remind everyone of what they said they were going to accomplish in the Operational Plan and see where they are at.
- Often asked how key performance indicators tie into Planning. The initiatives being taken move the needle on those metrics you are trying to develop.
- Presented the 2015-2016 Operational Planning Progress Report on the smartboard while discussing its contents. Every Institutional Goal is being addressed by more than one action. Want to be able to quantify more to help in measuring how we are doing.
- Another progress report will come out in June and will be emailed. A final report will be out in August and will be presented to the SPC at our first meeting next semester.
- OPIE is working on a compliance database for Federal regulations. In this database we put whether we are compliant or not and how we are or are not. Many areas of the College are

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Central Administration
533 College Road
Selden, NY 11784-2899
(631) 451-4112

Ammerman Campus
533 College Road
Selden, NY 11784-2899
(631) 451-4110

Grant Campus
Crooked Hill Road
Brentwood, NY 11717-1092
(631) 851-6700

Eastern Campus
121 Speonk-Riverhead Road
Riverhead, NY 11901-3499
(631) 548-2500

100% compliant but there are several areas where we are working towards compliance and two areas where reporting has not been great. We are well ahead of other schools with some asking us how we put our database together. When Middle States asks us about our compliance, all the information will be in this database so we won't have to scramble to produce it.

- All AES units are supposed to be assessed over the course of the year on one of their outcomes whether it be a support or learning outcome. Material on that process was sent out today.

Dr. Pedersen provided an update on IPEDS:

- Longitudinal metrics tell our story better than 150% of time metrics.
- IPEDS, for the first time in January, asked us for metrics that are longitudinal, that go six or eight years, and includes both full time and part time as well as first time and non-first time entering students. This may be a result of competition from the VFA.
- Presented the IPEDS report on the smartboard while discussing the details of the report. This information will be helpful to us if the performance based funding initiative is implemented.
- There is usually a lag in time between when information is reported to IPEDS and when it's made public. January reports should be made available in early fall.
- It was asked if we do anything about the students who do not show up on the national database. We send out surveys to gather that information. Now that these surveys are electronic, we have a higher response rate. As we strengthen our online surveys, we will be able to get richer data back.

Professor Koukounas discussed the key performance indicators subcommittee work:

- Thanked the subcommittees for their hard work. There was a lot of communication on the key performance indicators project and a great deal of progress has been made.
- Asked the subcommittee chairs for an update on their KPI:
 - Professor Marc Fellenz spoke about Institutional Goal 1: Student Success. They have been using VFA data to come up with general recommendations and are hoping to refine those recommendations to develop measurable targets.
 - Dr. Pedersen said that once we get a sense of what measure is going to demonstrate success, efficacy or effectiveness, OPIE can go in and pull data to create benchmarks. Those responsible for the Operational Plan can then use the benchmarks to develop a target to achieve.
 - Assistant Dean Matthew Okerblom spoke about Institutional Goal 4: Institutional Effectiveness. It is so integrated into all the other goals. Dr. Helen Wittmann did a lot of research and compiled 50+ possible KPIs that might be related to Institutional Effectiveness as well as other goals.
 - Professor Koukounas reminded everyone that once all of the recommendations have been submitted by each subcommittee, the SPC will collectively review them for approval. After the recommendations have been approved, they are forwarded to the Joint Planning and Assessment Council for their review and approval. There are many levels before this project will be completely done.
 - Professor Fellenz was hoping that Governance will be able to review the recommendations before approval to give their feedback as well. Professor Koukounas pointed out that Governance is represented on the SPC but he and Dr. Pedersen like the idea of feedback from the larger community.

Dr. Pedersen asked if there were any questions, comments or concerns. There being none, the meeting was adjourned at 4:36pm.