



STRATEGIC PLANNING COUNCIL

Thursday, April 23, 2015
Grant Campus
Captree Commons, Room 114

MINUTES

In attendance:

Mary Lou Araneo	Myung-Chul Kim	Gary Ris
Dr. Paul Beaudin	Theodore Koukounas	Raymond Roses
Joanne Braxton	Nina Leonhardt	Dr. Christopher Shults
Dr. Philip Christensen	Dr. Jeffrey Pedersen	Carol Wickliffe-Campbell
Dr. Janet Haff	Dr. Lanette Raymond	Dr. Helen Wittmann

Professor Theodore Koukounas began the meeting at 3:50pm:

- Welcomed the membership.
- Moved to approve the minutes from April 3, 2014. A vote was taken and the minutes were approved as written.
- Moved to approve the minutes from the SPC's last meeting on March 26, 2015. Dr. Helen Wittmann noted one correction on page 3, paragraph 3 where "Calling" should be changed to "Call". A vote was taken and the minutes were approved with the correction.

Dr. Christopher Shults gave a brief update on the annual Institutional Effectiveness Report:

- Explained what institutional effectiveness is and how we achieve it through our institutional goals.
- Explained what goes into the Institutional Effectiveness Report.
- Discussed what the measurable institutional objectives are and what the key performance indicators should be.

Dr. Shults gave a brief update on the Operational Plan as well as a report on Dashboards:

- Explained what operational planning is and is not.
- Discussed the 2014-2015 operational planning templates as they were displayed on the smartboard.
- Prof. Koukounas sought clarification on this year's mid-year report using dashboards.
- Discussed the relationship between a key performance indicator and measurable institutional objectives.

Suffolk County Community College promotes intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through education that transforms lives, builds communities and improves society.

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

- Vice President Mary Lou Araneo sought clarification about our use of dashboards and what information will be available through them.

Vice President Pedersen gave a report on the development of exempt employee evaluations:

- Spoke about goals and evaluation and creating an exempt employee performance evaluation for the first time at SCCC, which was a presidential goal.
- Displayed a blank copy of the evaluation form on the smartboard while discussing the ideas behind the form and how they tie into institutional planning and goals.
- Prof. Koukounas asked about the timeline involved with the evaluation process.

Prof. Koukounas discussed the key performance indicators:

- Explained how key performance indicators affect faculty.
- Discussed key performance indicator sub-committee assignments and their role. Useful documents will be sent to the sub-committees.
- Deadlines for the sub-committees will be established and Prof. Koukounas and Dr. Pedersen will meet with the chairs of the subcommittees.

Dr. Pedersen spoke about planning at SCCC:

- The Strategic Plan has only been around for 2 years.
- The development of institutional objectives and key performance indicators for the 2013-2014 Operational Plan was the first ever at SCCC. The first Institutional Effectiveness report showed the president how we are doing in different areas.
- The budget process has evolved and has created rubrics which are important for institutional goals and measurable institutional objectives.
- A comprehensive revision of the CAPIE has been done.
- Two years of Administrative, Educational and Student Support Services annual assessments and unit reviews have been done.
- Putting more and more things on the OPIE webpage.
- Development and population of a compliance database.
- Development and implementation of Institutional Review Board procedures.
- An Economic Impact study has been done proving SCCC is an economic engine in the County.
- Discussed the Voluntary Framework of Accountability and how it will help gauge effectiveness.
- A Space Allocation Committee was formed to look at how we allocate and utilize space across the college and make recommendations for efficiencies.
- Evaluating energy use across the college.
- Secured funding for an updated master plan.
- Pursuing a sustainable plan for County contributions covering 5+ years for better planning at SCCC.
- Prof. Koukounas asked for more information about the Voluntary Framework of Accountability and Dr. Wittmann asked about the American Association of Community Colleges. It was explained how they can help advocate for future funding.

With nothing further to discuss, the meeting was adjourned at 5:05pm.