



## STRATEGIC PLANNING COUNCIL

Thursday, September 17, 2015

Distance Education Classrooms:  
Ammerman Campus, Huntington Library Room 16  
Eastern Campus, MLRC Room 203  
Grant Campus, Caumsett Hall Room 202

### MINUTES

#### *In attendance at Ammerman:*

Dr. Christopher Adams	Myung-Chul Kim	Lori Ann Pipczynski
Mary Lou Araneo	Theodore Koukounas	Gary Ris
Paul Basileo	Dr. Dorothy Laffin	Raymond Roses
Dr. Paul Beaudin	Nina Leonhardt	Dr. Christopher Shults
Joanne Braxton	P. Wesley Lundburg	Dr. Helen Wittmann
Dr. Caroline Burns	Matthew Okerblom	
Dr. Suzanne Johnson	Dr. Jeffrey Pedersen	

#### *In attendance at East:*

Laurey Buckley  
Richard Mack

#### *In attendance at Grant:*

Dr. Maria DeLongoria  
Dr. Mark Fellenz  
Dr. Janet Haff  
Ben Laudicina  
Gail Vizzini

Professor Theodore Koukounas began the meeting at 3:48pm:

- Welcomed the membership and facilitated membership introductions.
- Spoke briefly about the key performance indicators project being interrupted by the SUNY Excels project.
- Moved to approve the minutes from the last meeting on April 23, 2015. A vote was taken and the minutes were approved as written.

Dr. Jeffrey Pedersen spoke about the SUNY Excels project:

- Gave a power point presentation to help explain that the SUNY Excels project is a performance management system used to prove efficacy to the federal government and how it may affect accreditation.

*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.*

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- Discussed the types of metrics that could be used by community colleges to gauge effectiveness.
- Spoke about using our operational plan with its six institutional goals, the presidential goals and our measurable institutional objectives to assist with writing the narrative for SUNY Excels.
- Discussed the deadlines for having this performance management system in place. Federal government wants it done by December 31, 2015. SUNY originally gave September 30<sup>th</sup> as their deadline but gave an extension until October 21<sup>st</sup>.
- Explained the five metrics that SUNY Excels wants us to address: Access, Completion, Success, Inquiry (research), and Engagement in community relations.
- Spoke about how SUNY has tied SUNY Excels to our funding. Every year our budget is sent up to SUNY for approval but they won't even look at budgets for approval until this is done. Also, we will not be eligible for any SUNY 2020 money or be able to partner with any universities receiving this money until it is sent in and approved.

Dr. Christopher Shults gave an update on Operational Planning and the 2014-2015 Operational Planning Report:

- Gave a power point presentation which displayed a recently completed Operational Plan using the new template as well as the blank templates for central and campus based plans.
- Discussed the different versions of the template for central and campus based plans and explained in-depth the sections for Institutional Goals, Measurable Institutional Objectives, SUNY Excels areas, and Presidential Goals. Dr. Laffin asked if any of these five areas need more in-depth concern. It was advised to only focus on the most relevant ones to Suffolk. SUNY has acknowledged it's impossible to focus on all areas.
- Explained that any major report produced regarding operational planning is provided for the Strategic Planning Council. The SPC will review the report, suggest recommendations and ultimately recommend that the document be presented for approval by the President's Executive Cabinet.
- Explained the difference between the Operational Planning Report and Institutional Effectiveness Report.
- Displayed the 2014-2015 Operational Planning Report on screen while explaining that it is one of the reports produced for the SPC and is produced every September. This report shows the progress made the previous year and comes to the SPC for review.
- Professor Ray Roses asked for clarification about the SUNY Excels Priority Areas on the Operational Planning Templates. A check means that particular action has some measure of change for the particular item
- Dean Matthew Okerblom sought clarification of the term "sector" used in the SUNY Excels document displayed. The sector refers to the schools we are associated with and is typically done by size. Nassau and Westchester Community Colleges were given as examples.

Dr. Pedersen gave a brief update on Middle States:

- The monitoring report was submitted September 1, 2015.
- There is a team coming October 5<sup>th</sup> to meet with various groups and will give their exit report on October 6<sup>th</sup>. There will be 2 Middle States representatives and Fred Hildebrand will be the SUNY representative. They have asked for information on our organizational charts and reporting structures as well as information on our 6 biggest degree programs.

- At this time it is unknown who the team would like to meet with but if they want to meet with members of the SPC we will reach out to you and meet beforehand to help prep you.
- Dr. Lauren Tacke-Cushing is working with people on the academic side while Dr. Shults is working with the AES units and Dr. Pedersen is working with the members of the Board of Trustees and the Cabinet to help prep them in case they are asked to speak with the Middle States team.
- Spoke about working on planning for our decennial study. The process takes two years and starts in February 2016 with a visit from MSCHE Staff Liaison, Dr. Debra Klinman, takes a year of collecting documents and writing our report, and ends with a MSCHE team visit in the spring of 2018. We are one of the first institutions to do so under the new standards.

Prof. Koukounas discussed the key performance indicators subcommittee work:

- Thanked Dr. Shults for streamlining the templates and thanked the subcommittees for their work on the key performance indicators project to date.
- Spoke about the questions presented by the subcommittees.
- Explained that key performance indicators and measurable institutional objectives can be modified but institutional goals cannot. The institutional goals will be up for review along with our mission and vision when we do our decennial study.
- Discussed how we identify gateway courses at SCCC. Dr. Suzanne Johnson explained typically they are foundational, at risk courses or high enrolled courses.

Prof. Koukounas asked if there was any new business to discuss. Dr. Laffin mentioned how great using the distance education classrooms for the meeting is. Prof. Koukounas asked the membership to let him know what worked and what may not have worked having the meeting this way since it is the first time. Dr. Pedersen thanked everyone for coming and thanked the new members for participating. With nothing further to discuss, the meeting was adjourned at 4:50pm.