



STRATEGIC PLANNING COUNCIL

Thursday, September 22, 2016

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

MINUTES

In attendance:

Mary Lou Araneo

Kathleen A. Ayers-Lanzillotta

Joanne E. Braxton

Leslie Buck

Laurey Buckley

Dr. Caroline Burns

Dr. Marc Fellenz

Todd R. Gardner

Dr. Janet Haff

Dr. Suzanne Johnson

Myung-Chul Kim

Theodore Koukounas

Dr. Dorothy J. Laffin

Nina Leonhardt

John Lombardo

Dr. Patty Munsch-Eilbeck

Christopher North

Matthew J. Okerblom

Dr. Jeffrey M. Pedersen

Gary Ris

Raymond Roses

Gail Vizzini

Carol Wickliffe-Campbell

Dr. Helen C. Wittmann

Dr. Jeffrey Pedersen began the meeting at 3:52pm by giving a brief refresher on what the SPC does:

- Reviews the College's Strategic Plan and Mission Statement every 6 or 7 years to see if we need to create a new one.
- Provides a sounding board for operational and strategic planning at the College.
- Is an accountability agent for the College. Two accountability reports are produced by Dr. Pedersen. The Operational Planning Report is put out through a progress report at mid-year and a final report at the end of the year. The Institutional Effectiveness Report is put out in January.

Professor Theodore Koukounas welcomed the membership and had new members introduce themselves. He then moved to approve the minutes from the last meeting on March 10, 2016. A vote was taken and the minutes were approved as written.

Dr. Pedersen spoke about Operational Planning:

- The 2015-2016 Operational Plan Final Report was sent to President McKay for approval before being sent to the SPC for review. After review, the report will be posted on the OPIE webpage.

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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- A lot of progress was made in 2015-2016, which will be taken into account for the Institutional Effectiveness Report that should be sent out in January, 2017.
- Reminded everyone that the operational plan is not day-to-day activities but initiatives taken towards achieving our institutional goals.
- Operational planning for 2016-2017 has begun. The template was sent to the Vice Presidents and Campus CEOs. Dr. Pedersen will compile the information he receives and produce a report to send to President McKay and then the SPC.
- All operational plans connect to at least one institutional goal, at least one Middle States standard, the Achieving the Dream initiative, SUNY Excels (if it comes back) and a Presidential Goal (if appropriate). The Vice Presidents and Campus CEOs will advise what they feel their operational plan ties back to.

Dr. Lauren Tacke-Cushing provided a short update on our Middle States Self-Study:

- Our design document was accepted over the summer by Middle States.
- There is a Middle States webpage on our website that has upcoming meeting dates and other information.
- We are still in the data gathering stage. A lot of documents have already been collected and are being uploaded to our online repository.
- Dr. Tacke-Cushing asked Dr. Pedersen to discuss the survey recently sent out to the College community. It asked about the community's familiarity with our Mission Statement and Goals and if they felt it represented what SCCC was about. Dr. Pedersen reported that the response was strong and a large number of people were aware of and concurred with the Mission Statement. Awareness of the Institutional Goals was not particularly high. Feedback was sought in this survey to be used when we review our Mission Statement, Strategic Plan and Institutional Goals in 2019.
- There will be more surveys this semester and the subcommittees' report drafts are due April, 2017.

Dr. Helen Wittmann gave a brief update on the Assessment Advisory Council:

- Will meet on September 29th.
- Will work on aligning the rubrics to go along with the templates.
- Will work on communication back to the units and programs.
- Will work on the CAPIE liaison.
- Annual assessments are due so please get them in ASAP.

Dean Joanne Braxton spoke about the Strategic Enrollment Management Plan:

- Displayed the 2016-2021 Strategic Enrollment Plan on the Smartboard. The entire document is 90 pages but copies of a few key pages were distributed.
- The Strategic Enrollment Management Plan was a Presidential Goal. The purpose is to have a plan to tell us what we're doing, how we're going to do it and whether or not the action plan will have an impact.
- Enrollment by our traditional cohort students, those coming straight from high school, is declining. Looking for other cohorts we can target to maintain or increase enrollment through 2021. Also looking to come up with a way to assess what we're doing.
- Every action plan developed is connected to an Institutional Goal, a Middle States Standard and Achieving the Dream capacity areas.
- Must be proactive and aggressive in recruiting and retention.
- Waiting for Cabinet review of the plan before sending to the College community.

Dr. Patty Munsch-Eilbeck spoke about the Student Engagement Plan:

- Displayed the 2016-2019 Student Engagement Plan on the Smartboard. The entire document is 90 pages but copies of a few key pages were distributed.
- Gave a brief history of the Engagement Plan, which began in Fall 2014.
- Most members on this committee are teachers and those who work daily with students.
- Each action plan has a description, budget, timeline, individual responsible and outcomes. Large budget items are being conducted on a pilot basis using current staff. High impact programs will be implemented voluntarily by faculty.
- Made sure each action plan aligned with an Institutional Goal, a Middle States Standard and Achieving the Dream capacity areas.

Christina Vargas, Chief Diversity Officer, discussed the Strategic Diversity Plan:

- Gave a brief history of the Strategic Diversity Plan, which was started in 2012 and created Institutional Goal 6: Diversity in 2013.
- Educating search committees on expectations in achieving our goals related to diversity among faculty and staff.
- In September 2015, SUNY and the BOT passed a policy requiring a Chief Diversity Officer at every campus in all SUNY schools to be in place by Fall 2017. The Chief Diversity Officer must be a separate position and not a shared title. Diversity and inclusion plans must be submitted by November 1.
- SUNY is looking for a Vision Statement similar to what we have in our Strategic Plan, assessment on diversity, and multi-year plans, strategies and assessment of those plans.
- SCCC ranks 24 out of 26 SUNY schools in terms of diversity complaints. This means we are among those with the lowest amount of complaints, which is really good.

Dr. Pedersen briefly spoke about Achieving the Dream:

- Displayed the Institutional Capacities Framework on the Smartboard.
- Gave a brief description of how Achieving the Dream helps community colleges.
- There are 7 different capacities that surround the student-focused culture.
- Data as important. Sharkbytes is a weekly email that aims to increase awareness of how data can change the way we look at something.
- Achieving the Dream will help us look at our data and see where we are and pinpoint any problems.
- Some interesting information was discovered when we took the top 20 enrolled courses and broke out the success rates and disaggregated them. In 19 of the 20 courses, African-American males had the lowest success rate. This shows we should start looking to provide some type of support for that cohort to help them succeed.

Dr. Pedersen spoke about KPIs, MIOs, Loss/Momentum Framework and Integrated Planning:

- Put together all of the recommendations made by the subcommittees for our KPIs and now ask that everyone review all of the KPIs and make recommendations. Need to have feedback by November 1st so they can be voted on at the next meeting on November 17th.
- The Loss/Momentum Framework was adopted by Achieving the Dream and expanded for community colleges. Breaks up the student experience into discrete phases where we can look at metrics to tell us what's happening there.

Dr. Pedersen asked if there were any questions, comments or concerns. There being none, the meeting was adjourned at 5:01pm.