



STRATEGIC PLANNING COUNCIL

Thursday, November 5, 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:

Mary Lou Araneo	Myung-Chul Kim	Dr. Jeffrey Pedersen
Joanne Braxton	Theodore Koukounas	Gary Ris
Anindita Ghosh	Dr. Dorothy Laffin	Raymond Roses
Dr. Suzanne Johnson	Dr. Patty Munsch-Eilbeck	Gail Vizzini
Dr. James Keane	Matthew Okerblom	Carol Wickliffe-Campbell

Guest Speakers:

Daniel Linker
Dr. Lauren Tacke-Cushing

In attendance at East:

Laurey Buckley
Dr. Helen Wittmann

In attendance at Grant:

Joy Borrero
Dr. Mark Fellenz
Dr. Janet Haff

Ben Laudicina
Dr. Christopher Shults

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

- Welcomed the membership.
- Moved to approve the minutes from the last meeting on September 17, 2015. A vote was taken and the minutes were approved as written.

Dr. Christopher Shults gave an update on Operational Planning:

- The SPC is responsible for implementation of our strategic plan. The way we measure our progress towards that and the way we communicate our priorities is through our operational plan. The campuses were included in the process this year.

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
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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

- Now is the time to offer any comments, concerns or questions about the Operational Plan because after this meeting the document will be sent to the President and the President's Cabinet for approval.
- SUNY Excels and the Presidential Goals were addressed in the Operational Plan. This year we focused on trying to streamline our planning as much as possible. Since the Operational Plan is how we communicate our priorities every year, we wanted to look at how we can tie in AES assessments and look at pilot projects and see how we can connect these to our institutional goals and measurable institutional objectives. Met with cabinet members and their teams to get plans placed in the document and then communicated which SUNY Excels areas and Presidential Goals, if any, they fit into.
- There will be a mid-year progress report in January or February to indicate our progress on all of the plans in the Operational Plan. Once we get to the point where we are comfortable with key performance indicators, our progress with them will also be included. That is a more quantitative measure of progress.
- Professor Koukounas and Dr. Helen Wittmann observed some issues with the formatting, timelines and consistency of the Operational Plan sent out in October. Professor Koukounas also asked about the timeline to get back to Dr. Shults with comments. Dr. Shults referred back to the timelines in the CAPIE which state that the document was supposed to be reviewed by the SPC in October or November to go before the President's Cabinet in November. Any comments would need to be given to him in the next two weeks.
- VP Mary Lou Araneo asked if a revised document would be sent out if any changes were to be made to the Operational Plan. Dr. Shults indicated that if the changes are just formatting, then it would be sent up for approval without another review by the SPC. If the changes are related to any of the plans, then more of a review would be needed. It may be suggested that those changes be put off for future consideration.

Dr. Jeffrey Pedersen gave a brief follow-up on SUNY Excels:

- SUNY Excels is a performance based management system in response to a federal mandate and needs to be in place by December 31. The plan has to be in place and approved before SUNY will approve our annual budget so that we can be eligible for any SUNY funding that might come from the state.
- SUNY Excels was thrown at us in May at a time when a lot of faculty were no longer around and that made it difficult to include them in the project. The Faculty Senate asked SUNY how they were going to be involved in the project and SUNY indicated that it was a local issue. We have notified SUNY that their timing does not allow for faculty involvement.
- SUNY Excels is an establishment of some predictive analytics on where we will be on a whole host of metrics by 2018 and 2020. A lot of information was needed in a short period of time. We were asked to investigate 36 different metrics, some of which did not apply to us. The end result was 25-26 metrics, each having 10-12 different sets of sub-metrics. SUNY wanted many of the metrics broken down into different areas. One example is that they wanted enrollment broken down into demographic, age group and gender.
- SUNY decided they would only use certain metrics that would be applicable to all 64 campuses in the SUNY system. We felt that community colleges needed to be treated differently since the metrics used by four year schools are not indicative of what we do and are bad measures of our institutional effectiveness.
- We received great commentary on the document after it was sent out and about 14-16 changes were made by either additions or enhancements.
- The final document was sent up to SUNY by the deadline and we don't anticipate hearing back from them for a few weeks. Changes, modifications and additions to the system will be made and hopefully the timeline will allow time to include faculty input.

- Gail Vizzini asked where SUNY Excels actually came from. Dr. Pedersen explained that there were a couple of different incarnations of this system of planning over the last four years. It is a response to the federal government asking for accountability for the funding given to SUNY. It suggests a move towards performance based funding, which we are resistant to since we are being held to the same metrics as four year schools.

Dr. Pedersen spoke about the Voluntary Framework of Accountability (VFA):

- The VFA was an initiative started the year before we joined by the American Association of Community Colleges (AACC) to show that the IPEDS and a lot of other agents asking for metrics, like SUNY, are asking for things that don't tell the story of community colleges well. Metrics were developed to help show how effective community colleges are and are more consistent with the mission of community colleges. It is a national group that lobbies for community colleges. The AACC is collecting information to be able to make statements about how things like IPEDS do not fit us well.
- Dr. Pedersen displayed the VFA webpage on screen at all three campuses as he explained the information available. The current data collection cycle reported is 2014-2015.
- Professor Anindita Ghosh asked if the non-matriculated students are included in the data reported. Dr. Pedersen confirmed they were.
- Dr. Dorothy Laffin asked if high school AP, prior learning assessment, CLEP and challenge exams are included in the types of credit hours shown. Dr. Pedersen explained that any credit hours shown on a SCCC transcript is reflected in the numbers reported.
- Professor Koukounas asked for clarification on how data is reported to the VFA. Dr. Pedersen explained that we report the data to the American Association of Community Colleges. Professor Koukounas also asked why IPEDS does not take it upon themselves to report community college data differently. Dr. Pedersen explained that since it didn't work in SUNY with all of the SUNY community colleges advocating for the change, it was unlikely that it would happen on a federal level and that is what the AACC is advocating for.
- Professor Ghosh asked how receptive everyone is with the data we are trying to relay or are we all just tarred with the same brush. Dr. Pedersen explained that the VFA is a proactive measure on the part of community colleges to prove that the metrics used to show the effectiveness of a four year school do not really represent the effectiveness of a community college.

Professor Koukounas discussed the key performance indicators subcommittee work:

- Thanked everyone for their work on the key performance indicators. The groups are at various stages of completion, with some groups working more proactively than others. The work is just beginning and we are learning what we can use for measuring our measurable institutional objectives.
- Three institutional goals have been identified and subcommittees have been created to review the current key performance indicators and make recommendations if changes are warranted.
- Looking for volunteers to work on subcommittees for the next three institutional goals: Institutional Goal 2, Institutional Goal 5 Communication, and Institutional Goal 6 Diversity. IPEDS and VFA data will be very helpful for these, especially diversity. A brief discussion was held amongst the membership about a diversity survey being done through Self Service Banner.
- An email will be sent out with the subcommittee assignments as well as links to IPEDS, VFA and other information to assist the subcommittees with their work in reviewing the key performance indicators.
- Dr. Pedersen advised that he and Professor Koukounas are available to the subcommittees to assist them if needed.

Guest speakers Dr. Lauren Tacke-Cushing and Professor Daniel Linker spoke about the upcoming Middle States decennial self-study and visit:

- Dr. Pedersen spoke first to explain the role of the SPC in dealing with the mission, goals, objectives and outcomes in the planning realm. The first thing done in a Middle States decennial self-study is to review the mission and goals. Mission statements are not supposed to change regularly and should guide an institution through changes in leadership. A mission statement should change when an institution finds itself responding to a new need or change in the way they do business. If a mission statement needs to change, a review of the institutional goals should also take place. If the institutional goals need to change, it needs to go before the board of trustees.
- Dr. Tacke-Cushing and Professor Linker are the co-chairs for the self-study steering committee. Dr. Tacke-Cushing explained that they are headed to the Middle States Self-Study Institute held in Philadelphia, PA for training. When they return they will work on getting the working groups started. Co-chairs have been chosen for the seven self-study groups plus the writing and logistic committees. In the spring the Middle States VP will visit SCCC for a formal self-study kick-off. The semester will be spent working on the design of the self-study document. The working groups are an important part in formulating the research questions that are actually going to organize how the self-study is implemented. The design needs to be submitted for review and approval by the Middle States VP by the end of the spring semester. All co-chairs and liaisons will be meeting as a steering committee to discuss the charges to the committee groups.
- Prof. Koukounas asked about the Middle States visit. Dr. Tacke-Cushing confirmed it is a visit by one person, the Middle States VP, not a team, and its purpose is to present the charge and kick off our self-study from the Middle States point of view.
- Professor Linker discussed the committee working groups. Co-chairs have been chosen but they are still looking for volunteers from all components of all three campuses to populate the groups. They want to have the groups established by the end of this semester so they can hit the ground running next semester so please let Dr. Pedersen, Dr. Tacke-Cushing or himself know by November 23rd if you, or someone you know, wish to volunteer.

Dr. Pedersen explained that the seven committees will be of various sizes based on the scope of work to be looked at. The Mission and Goals committee and the Ethics and Integrity committee will be relatively small committees but will be doing the early work and engaging a lot of people college-wide. Student learning and support of the student experience and planning and resource allocation touch so much of the college so they will be larger committees. Help is definitely needed so if you have a particular interest, please volunteer. Dr. Pedersen is the cabinet representative for the Mission and Goals committee with Professor Koukounas and Professor Bernadette Garcia co-chairing. Dr. James Keane is the cabinet representative for the Ethics and Integrity committee with Christina Vargas and College Dean Troy Tucker co-chairing. There is a lot of work to be done so the more volunteers, the better.

Dr. Pedersen asked if there were any questions, comments or observations. There being none, he reminded everyone about the upcoming JPAC meeting on December 17th and then the meeting was adjourned at 4:50pm.