



Extended Strategic Planning Committee  
 Strategic Planning Meeting Notes – Monday, March 26, 2007  
 1:30 to 4:30 p.m. – Building 20-100

Facilitator: Peter Burchyns – San Mateo County Office of Education

Extended Strategic Planning Committee members present: Dick Claire, Patty Dilko, Denise Erickson, Val Goines, Linda Haley, Pam Jones, Maria Lara, Lina Mira, Thomas Mohr, Karen Olesen, Rita Sabbadini, Lesli Sachs, Bart Scott, Soraya Sohrabi, and Terry Watson

Guests: Robert Hood, Maggie Souza

Absent: Alicia Aguirre, Margie Carrington, Kevin Chappell, Jenny Fichmann, Phyllis Lucas-Woods, Marilyn McBride, Vickie Nunes,

AGENDA ITEM	CONTENT	PRESENTOR
Desired Outcomes:	Participants will: Receive feedback from College Council on the Mission and Values. Complete the work on establishing Goals 6, 9, and 10. Develop draft strategies for the Goals. Identify the next steps the group will take.	Peter Burchyns, Facilitator
Activities: 1:30 p.m. Introductions and Overview of Agenda  1:40 p.m. Feedback from College Council and Preview of Next Steps  1:45 p.m. Review, revise and Adopt Goals 6, 9 and 10	Introductions and Overview of Agenda  Mission Statement was approved by College Council and will be presented at the next Board of Trustees meeting on April 11 <sup>th</sup> for their review.  Goal 6 was finalized to read <b><i>Cañada College will support and strengthen the workforce program which receives a strong response from the community. Through research and sustained interaction with the business community</i></b>	Peter Burchyns, Facilitator  Thomas Mohr, Interim President  Group

<p>2:30 p.m. Overview of Strategies</p>	<p><b><i>Cañada College will pursue new programs and courses which reflect the dynamic occupational and specific needs of the Bay Area economy.</i></b></p> <p>Goal 9 was finalized to read: <b><i>Build an educational environment that fosters passion for education, and the leadership and the personal skills necessary for civic engagement/ participation.</i></b></p> <p>Goal 10 was finalized to read: <b><i>Provide new and expanded opportunities for faculty and staff development which support an atmosphere of excellence in academics and student support services.</i></b></p> <p>It was suggested and agreed on that we need an additional Goal for Certificates &amp; Degrees which became Goal 11. Goal 11 was finalized to read: <b><i>Improve number of certificate and degree awards.</i></b></p> <p>Overview of Strategies was given denoting the difference between aStrategies and Activities. <u>Strategies:</u></p> <ul style="list-style-type: none"> <li>• Are bold commitments to deploy resources to attain goals. All resources (people, facilities, equipment, money, and time) are subject to possible redeployment.</li> <li>• Lead to significant investments toward expected significant results.</li> <li>• Tell us how we will attain our goals and achieve our mission.</li> <li>• Are broad enough to support more than one goal, to include several activities and to allow for modification going forward over extended periods of time.</li> </ul> <p><u>Activities:</u></p> <ul style="list-style-type: none"> <li>• Are detailed descriptions of specific steps that include timelines, cost estimates, assignments of responsibilities and evaluation</li> </ul>	<p>Group</p> <p>Group</p> <p>Group</p> <p>Peter Burchyns, Facilitator</p>
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	designs.	
2:35 p.m. Development of Strategies for Goals 1 – 5	<p>Members were broken into groups of 3 or 4 and asked which goal they would like to work on to develop strategies.</p> <p>Goal 1: Val Goines, Bart Scott, Terry Watson</p> <p>Goal 2 Linda Hayes, Maria Lara, Lina Mira,</p> <p>Goal 3 Patty Dilko, Pam Jones, Soraya Sohrabi</p> <p>Goal 4 Linda Haley, Rita Sabbadini, Katie Townsend-Merino</p> <p>Goal 5 Dick Claire, Denise Erickson, Karen Olesen, Lesli Sachs</p> <p>Each group turned in their papers with written strategies after this exercise.</p>	Group
3:25 p.m. Development of Strategies for Goals 6-10	<p>Members were again broken into groups of 3 or 4 and asked which goal they would like to work on to develop strategies.</p> <p>Goal 6 Dick Claire, Val Goines, Linda Hayes</p> <p>Goal 7 Patty Dilko, Lina Mira</p> <p>Goal 8 Linda Haley, Terry Watson</p> <p>Goal 9 Rita Sabbadini, Katie Townsend-Merino</p> <p>Goal 10 Denise Erickson, Maria Lara, Monica Malamud</p> <p>Goal 11 Pam Jones, Bart Scott, Soraya Sohrabi</p> <p>Each group turned in their papers with written strategies after this exercise.</p>	Group
4:05 p.m. Next Steps	The strategies developed by each group will be typed up by Maggie Souza and forwarded to them for their review. These Strategies will be reviewed, revised, and adopted at our next meeting on April 18.	Thomas Mohr, Interim President
4:15 p.m. Debrief	Members were asked what they thought of the meeting today and all agreed that it was very productive and facilitated well.	Peter Burchyns, Facilitator
4:30 p.m. Adjournment	The meeting was adjourned at 4:30 p.m.	