



## STRATEGIC PLANNING COUNCIL

Thursday, October 28, 2021

Virtual Meeting held via Microsoft Teams

### MINUTES

*In attendance:*

MaryLou Araneo	Kaliah Greene	Dr. Irene Rios
Nina Acquavita	Dr. Mark Harris	Raymond Roses
Shady Azzam-Gomez	Arlene Jackson	Dr. Tat Sang So
Dr. Edward Bonahue	Dr. Camille Karlson	Dr. Lauren Tacke-Cushing
Joanne Braxton	Theodore Koukounas	Denny Teason
Dr. Caroline Burns	Dr. Elizabeth McCormick	Christina Vargas
Dr. Donna Ciampa	Amy Mueller	Scott Votke
Thomas Flesher	Dr. Patty Munsch-Eilbeck	Carol Wickliffe-Campbell
Michael Forte	Isaac Oddoye	Dr. Helen Wittmann
Zachary Frost, Student Trustee	Dr. Mary Reese	Joshua Wolfson

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

- He welcomed the membership to the second meeting of the Fall 2021 semester.
- He acknowledged and welcomed new members: Janine Muccio, Daniel Linker, and student trustee, Zachary Frost.
- A lot of activities have taken place since our last meeting, including the first town hall on the Eastern Campus, which was a big success.
- The minutes from September 30, 2021 were reviewed, and there being no corrections suggested, a motion was made to approve them. A vote was taken and the minutes were unanimously accepted as written.

Kaliah Greene discussed the 2021-2022 Operational Plan:

- Each year, Cabinet members are asked to identify some activities or initiatives that they would like to operationalize for the coming year; this year's Plan includes 35 initiatives that touch on the six Institutional Goals (IGs) and the seven Middle States Standards (MSCHE Standards).
- Updates are provided three times during the year; in January after the fall semester has ended, in June after the spring semester has ended, and the final update in August, at the end of the academic 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.*

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- Some activities/initiatives are college-wide, while others are campus or program specific, and there are often opportunities for collaboration.
- OPIE is working on providing a place where campus leaders can go to view general data to assist when building their plans going forward.
- The membership was asked to review the Operational Plan and reach out if there are any questions or feedback. The activities/initiatives a Cabinet member has chosen won't necessarily change, however, if there is a question about data or the tying of IGs or MSCHE Standards, those questions can be addressed.

Professor Koukounas moved on to discuss the 2022-2027 Strategic Plan:

- This is the SPC's primary task this year. The goal is to have a final draft prepared to submit to the Board of Trustees by May.
- The college community was re-engaged in the process at Professional Development Day. President Bonahue affirmed the work that has been done so far. A lot of information has been gathered to date.
- There are two subcommittees that each meet weekly: the Values and Goals Subcommittee and the Focus Group and Survey Subcommittee
  - The Values and Goals Subcommittee is the group working on the measurable institutional objectives; the mission and vision will be tackled on the back end of those values and goals. The subcommittee members are: Dr. Elizabeth McCormick, Shady Azzam-Gomez, Christina Vargas, Scott Votke, Nina Acquavita, and Joshua Wolfson.
    - A second draft of the values and goals has been created.
    - We have values and aspirational goals, which are broader and more focused goals, and those all link to the measurable institutional objectives (MIOs).
    - The mission was reaffirmed but will be reviewed again after values and goals have been established.
  - The Focus Group and Survey Subcommittee is culling through the data previously collected and have ongoing discussions about what they have and what they need. The subcommittee members are: Dr. Mary Reese, Dr. Helen Wittmann, Janine Muccio, Joshua Wolfson, and Dr. Caroline Burns.
    - A review of the pre-pandemic focus group data revealed some gaps in which community groups were able to participate. It was suggested that we try to re-engage the community groups and bring in other groups as well for more robust data.
    - A survey question has been created and will be sent out soon. This will help establish an updated priority list for the college as we move forward with the strategic planning process.
- Professor Koukounas summarized where we stand with the strategic plan:
  - When we last met in Spring 2021, the SPC picked up with the initial draft of the narrative between values and goals and phrases and themes. A draft document of mission and vision statements along with values and institutional goals was created and distributed.
  - A few years ago, the SPC compiled a list of 60 or 70 KPIs. The list was placed in the SPC BlackBoard Community but since the College is moving away from BlackBoard, the list has been placed in TracDat where everybody can access it. This list will be helpful to those working on the goals and measurable objectives. The MIOs are outlined in the CAPIE and a link to the CAPIE was provided to the group.

- The next tasks are going to be to collect whatever data the Focus Group Subcommittee decides to collect, share that with the Values and Goals Subcommittee, and continue to tweak the values and goals. Then we will start to work through those objectives and then the KPIs. Everyone is asked to please review the documents and share your feedback.

Professor Koukounas reminded everyone that we are the ambassadors to this process so do whatever we can do to better inform our colleagues and community, share what we know, and where we are in the process. All the draft documents are publicly available so feel free to share them. He said it is our role as members of the SPC to make sure that word gets out as broadly as possible. He thanked everyone for doing that.

With no further business to discuss, the meeting was adjourned at 4:54pm.