STRATEGIC PLANNING COUNCIL

Thursday, February 27, 2025
Virtual Meeting (Teams)

<u>MINUTES</u>

Members in attendance:

Mary Lou Araneo	Lisa Hamilton	Angelica Rivera
Dr. Bonahue	Dr. Carol Hernandez	Dr. Lauren Tacke-Cushing
Trudy Christ	Heidi Kiely	Christina Vargas
Dr. Donna Ciampa	Theodore Koukounas	Dr. Scott Votke
Cynthia Eaton	Dr. Patty Munsch	Carol Wickliffe-Campbell
Nina Fielding	Isaac Oddoye	Dr. Helen Wittmann
Sara Gorton	Dr. Kathryn O'Donoghue	Dr. Joshua Wolfson
Kaliah Greene	Ashley Pope, Esq.	

The meeting was called to order at 3:50 p.m.

Motion to approve the minutes with the necessary corrections was made by Dr. Helen Wittmann, with a second from Heidi Kiely. Eighteen (18) members approved with four (4) abstentions (members did not attend meeting).

The Strategic Planning Council (SPC) charge was reviewed. The council's primary purpose is to review and make recommendations to the President regarding planning and action priorities at the campus and college-wide levels.

January 2025 Operational Plan Update
VP Greene briefly discussed the approach taken to determine the 15 priorities of the college for the 2024-2025 academic year. The Council reviewed and discussed each initiative.

Course evaluations:
- There was a question regarding student involvement in the course evaluation process.
  - The goal is to have more of the structure created prior to bringing in other stakeholders. This will better help answer questions from students when course evaluations are formally presented to them.
  - Students will be connected to the SGA for this initiative as plans progress.
- Faculty feedback regarding the tool is needed as well. Currently the evaluation subcommittee is looking to: identify timeframes, how the tool will be used, and best options for integration.
- Course evaluations are scheduled to be piloted in fall 2025, prior to official launch.

Non-credit and credit Pathways:
- The two certificates in the January 2025 update were selected because they presented clear pathways based on a collaboration between the Entrepreneurial Assistance Program and Engineering department.

Micro-credentials:
- There was discussion regarding how micro-credentials were moving through the College Curriculum Committee, as well as the difference between micro-credentials and academic programs.
- A link to the SUNY-based micro-credential website was provided to council members.

Student onboarding experience:
- New student advisement communication and student bill pay are the two onboarding areas being reviewed.
- Two subcommittees have been formed based on the above. Both have been charged to identify early and quick changes to streamline processes, review processes from three peer institutions, and provide recommendations by June 1, 2025.

ITS Policies, Procedures, and Processes:
- Based on the brevity of the update, and for confidentiality purposes, council members were encouraged to contact VP Azzam-Gomez if they had any questions about the initiative.

Phased Upgrade of the College's Content Management System:
- No questions, and modifications will be made to the RFP language prior to publication.

Education without Limits:
- No questions

Applicant Tracking System:
- The tracking system is being designed to track positions college-wide.
- The idea for the system is to be a comprehensive package to utilize technology to move from manual to automated processes, and create a more transparent process.
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Aligning College Budgeted Positions:
- The biggest driver within the college's budget are personnel costs.
- The college is continuously working to be intentional and strategic in filling positions, managing the budget, and right-sizing the organization to match enrollment.
- The Business and Finance team continuously reviews adjunct, overload, and other controllable costs. There was additional discussion regarding the possibility of limiting adjunct and overload budgets. It is a nuanced conversation and institutional review will continue. There is a delicate balance to managing student needs while ensuring staffing levels are appropriate.
- The point of higher education being an aging profession was discussed. Suggestion: those conversations should be part of the strategic planning process.

Policies:
- Council members were asked to review the list of policies and direct questions to GC Pope.

Campus Climate Survey:
- Update reflects the goals for completion. Next steps include the analysis, implementation and communication of the results to the college community.

Language Access Plan:
- Recognized there were a number of constituents who needed access to policies, procedures, services, trainings, etc., in other languages. Working to understand the scope of need and best practices to provide alternative arrangements (i.e., the college's website has been translated to include a number of languages).

Course-level Success Dashboards:
- Additional licenses were secured and the subcommittee is creating a clear process for launch. Academic Affairs and OPIE do not want to provide large data sets without giving context or being intentional.

In the interest of time, VP Greene asked the SPC to review the remaining initiatives including academic program sustainability and WConline.

Breakout groups were formed. Each group was asked to discuss two questions: 1) of the current 15 operational plan initiatives, which should continue during the 2025-2026 academic year? 2) looking at institutional data presented at SPC and college-wide meetings, the projected enrollment decline, current KPIs and the external environment, are there any recommendations for new priorities for the 2025-2026 academic year?

Current operational plan initiatives to move forward (2025-2026 academic year)

Group 1	Group 2	Group 3	Group 4
Course-level evaluations	Course-level evaluations		Course evaluations
Student onboarding		Student onboarding	Student onboarding
Academic Program sustainability	Academic Program Sustainability		
Course-level dashboards			
Language access			
		Education without limits	
Alignment of budget and positions			

Recommendations for new priorities (2025-2026 academic year)

Group 1	Group 2	Group 3	Group 4
Beacon	Incorporating AI into work and learning effectively	Enhance Education w/o limits through student information and community partnerships	Employer forecasting (10 years from now)
	Academic dishonesty, academic integrity		Placement
	More modern approach to PD, including inclusive audiences (AME)		Faculty Development

Next steps: VP Greene will work with CDO Vargas to present SPC recommendations to the Cabinet and discuss alignment with recommendations from the Equity and Inclusion Council (EIC). In addition, the SPC will return to the retention discussion at the April meeting

The meeting was adjourned at 5:10 p.m.