

# ACADEMIC COUNCIL RETREAT

Friday, March 2, 2007  
Home of Rose Del Gaudio

## MINUTES

**Members Present:** Phyllis Arias, Don Berz, Lou Anne Bynum, Rose DelGaudio, Lee Douglas, John Downey, Gene Farrell, Kenna Hillman, Pauline Merry, David Morse, Eloy Oakley, Velvet Pearson, Kevin Ryan, Sigrid Sexton, Janice Tomson, Linda Umbdenstock, Chris Villa

**Guests:** Shauna Hagemann, Brad Roa, Paul Savoie, Connie Sears

**Note Taker:** M'Shelle Reece

- 1. Call to Order:** The meeting called to order at 1:00 p.m.
- 2. Approval of Minutes:** No meeting minutes submitted for approval.
- 3. Planning Structure Review**

Superintendent-President Eloy Oakley opened the retreat stating the purpose of the retreat is to review the District's planning process structure and its effectiveness. He conveyed the need to focus on planning at the highest level, identify people's roles and responsibilities, focus on action-oriented work, use taskforces to achieve outcomes and ensure that progress is made and measured. Discussion commenced regarding the college's current planning process, its effectiveness, its disconnects, and input for improvement/change. The Council identified the following items as elements essential to a successful planning structure:

- Everyone can see connections
- Clear and timely information for resource allocation
- Planning drive budget and allocation
- Everyone can see value in process
- Make sure there is feedback to where ideas originated
- Everyone on the same plan

Academic Senate President David Morse discussed the District's planning process "disconnects" and how these disconnects inhibit the effectiveness of planning. The Council then separated into groups to identify and list disconnects of our current planning process. The following is a list of disconnects identified:

### Disconnects

- Faculty (and others?) do not understand the process
- Planning driving budget is not realistic
- Expectations may not be realistic

**Disconnects (continued)**

- Department plan vs. school plan
- Lack of feedback at the end
- Lack of review of human resources
- Need incentives to advance new initiatives
- Need commitment to evaluate existing resources
- Don't know what committee is doing
- Need better review process
- Disconnect between different P.C.S. (Aqsess)
- Need leadership development
- DHS overwhelmed
- Various planning pieces not connected (program review, noninstructional)
- Duplication of effort
- No integration of EMP across college
- A lot of competing plans
- Difficulty with time constraints
- Institutionalization
- Communicate value of planning process at all levels
- Clear charge for the committees

After disconnects of the planning process were identified, the Council discussed alternative planning structures that could improve the focus and action of the planning process. There was discussion regarding development of a steering committee within the planning structure, and alternatively a planning structure molded to the District's Educational Master Plan. It was decided that two taskforces be assembled 1.) to review the planning structure as it relates to the Master Plan goals, and 2.) to review and redefine the disconnects of our current planning process. The following is the list of members assigned to each taskforce:

**Taskforce - Review Planning Structure as Relates to Master Plan Goals**

Rose Del Gaudio

Kenna Hillman

David Morse

Paul Savoie

Janice Tomson

Chris Villa

Shawna Hagemann

Leticia Suarez

**Taskforce – Review/Redefine Planning Structure Disconnects**

John Downey

Linda Umbdenstock

Kevin Ryan

Pauline Merry

4. **Adjournment:** The meeting was adjourned at 4:35 p.m.