Minutes

WINDWARD COMMUNITY COLLEGE - STRATEGIC PLANNING COMMITTEE

January 23, 2006        Hale Alaka’i 118        2 p.m.

In attendance:
Jan Fouts          VCE
Angela Meixell    Administration
Janice Nuckols    Credit Instruction
Tara Severns      Academic Support
Michael Tom       Budget Committee liaison
Charles Whitten   Student Services
Alicia Kalahiki   Student

1. The chancellor apologized for canceling the 1/09 meeting due to illness.
2. The chancellor distributed two plan versions. Version one reflected 12/30 meeting edits. Version two moved all items from goal areas VI and VII into the first five. A sample of the system budget documents showing the five goal areas was distributed. The consensus is that the closer we can come to the system categories the clearer the pathway to funding for our items. No items were lost, only moved.
3. The chancellor and Michael Tom will make some edits based on 1/23 discussion, to eliminate redundancies and to better place items in the system categories. After editing, the plan will go back for checking to the committee. Goal to complete by 2/6/06 so that budget committee can use it.
4. Jan Fouts presented the summary of the assessment reports for the VCE and the committee used the information as they did from earlier dean and director summaries to validate or modify the plan and priorities. OAT and LOBS/ES were not in the summary so those reports were reviewed as well.
5. A discussion took place about how the newly promulgated Tech Vision Plan would be incorporated into the strategic plan. It was discussed that most of the plan is reflected already and that resources requested to support the IT plan will come in like other items through the department and unit budgets. It was suggested that a summary of the IT plan should come to the committee each year with the other reports, reviews and summaries.
6. Priority #1 was defined as: All items critical to be funded in the coming biennium. Priority #2 was to be items the college needs if all priority 1 needs are met.
7. All items were reviewed again and some priorities were changed. Only budget request items were assigned priority.
8. Summary of high priority items: Library/Learning Center design and construction, Incorporation of tech vision plan, replacement cycle funding for computers, computer specialist positions, graphic artist, disability services specialist.
9. Future meetings were discussed. The committee will meet in spring to review success of this year’s process and other work that can be done to assure that the process allows for appropriate prioritization based on program reviews, and annual plans, and has appropriate avenues for input of new items from the departments and units.