

## Strategic Planning & Budget Committee Minutes

March 9, 2016 – 3:00pm

Room: 9202

Chair: Guy Hamilton\*

Vice-Chair: Andrea Kuo\*

Note-taker: Julie Bathke\*

### **Administrative/Exempt**

Jennifer Coogan\*

Guy Hamilton\*

Cathy Otto\*

Veronica Zura\*

TBD

### **Faculty**

Shana Calaway\*

Jim Elenteny

Ginger Villanueva\*

Tim Wright\*

TBD

### **Ex Officio**

Bayta Maring\*

Stuart Trippel

### **Classified Staff**

Jenifer Aydelotte\*

Ruslana Chernetzka

Paul Fernandez\*

Andrea Kuo\*

Donna Langley\*

### **Students**

Chronos Chow\*

Laura Humiston\*

TBD

TBD

TBD

### **Guests**

\*indicates attendance

#### I. aSAP Process Debrief

Guy Hamilton opened the meeting. He asked the group to provide feedback on this year's aSAP process while it was still fresh in everyone's minds. Feedback included:

- The order of information was somewhat cumbersome to review
- Would be preferable to have core themes and strategic initiatives next to the rationale
- Evaluation should be at the end of the application
- Should be explanation of what is meant by evaluation
- Perhaps send out the Word documents to the committee instead of making everyone a "reviewer" in the system

- More time to review
- In current timeline, is there enough time to see what is working from year to year?

The group discussed how the aSAP process would fit into the new Strategic Plan. Guy shared that the new plan seems more inclusive and allows for more flexibility. It was noted that the Executive Team will soon be creating the work groups for implementing the plan.

## II. Resolve “controversial” aSAP proposals

There were three proposals that received a “controversial” rating, meaning that one group rated it “Support” and one group rated it “Concerns.” Guy shared that, as a result of the discussion, groups do not have to change their rating, but they are welcome to do so based on the information discussed.

The group was reminded that comments on the review sheets and in the committee meetings are public record.

### #254 – Program Assistant for HIIM

Comments for “Support:”

- Work is currently being done by faculty, which is not a good use of their time
- Amount of time needed to find internship placements for students in program, which is fully online

Comments for “Concerns:”

- Unclear link to strategic plan and increasing enrollment
- No measurable indicators
- Division currently has 5 support staff
- Unknown if faculty in that program would want to give up moonlight status for completing this work

The group that originally rated the proposal “Support” changed to “Support with Concerns.”

### #261/238 – Mental Health First Aid Training and Implementation Campus Wide

Comments for “Support:”

- Everybody on campus interacts with students
- Any training that addresses mental health is good
- Faculty are asking peers for help in this regard, demonstrating need for this training
- If the training can save a life, the money spent is worth it

Comments for “Concerns:”

- Length of training – difficult to coordinate an 8-hour training
- What is the expected outcome of the training
- How to measure success – is more or fewer visits to the counseling center considered an improvement
- Unclear how the training will leverage community engagement

After further discussing the proposed training, both groups maintained their original ratings of the proposal.

#### #264 – Building Infrastructure for PIO

Comments for “Supports:”

- Recognition that PIO office has inefficiencies and needs addressing
- Concept seems appropriate to address needs of office

Comments for “Concerns:”

- Unclear how this position would fix current inefficiencies and workflow issues in that department
- Pressing need is for existing staff to complete work assigned
- Concern about size of office supply budget
- Money has previously been allocated for a similar position – where did that money go?

Both groups maintained their original ratings of the proposal.

### III. Agenda for Spring Quarter

Guy shared that the Executive Team will be working on ideas for implementation of the Strategic Plan; the assumption is that SPBC will have a role in that, which is part of what the committee will focus on in Spring quarter.

In addition, the committee will look at “closing the loop” for previously awarded aSAPs, as well as a way to provide those with approved aSAPs for 2016-17 with clear information and expectations.

### IV. Open Comments

No additional comments were shared.

Submitted by Julie Bathke