



# **PLANNING COUNCIL**

April 26, 2017

Building 100, Board Room

2:00 – 4:00 pm

## **PRESENT**

### **Members and Co-Chairs**

Michele Balfour, Dan Biferie, John Brady, Karen Braley, Shana Deyo, Kelly Duffy, Fatima Gilbert, Sally Hansen, Christina Hastie, Lisa Herbster, Beth Hoodiman, Sandra Horikami, Yohani Kayinamura, Costa Magoulas, Cindy McAvoy, Michael McKeown, Frank Mercer, Linda Miles, Karla Moore, Bahman Motlagh, Amy Ringue, Jeffrey Squires, Lonnie Thompson, Michelle Timperio, Robyn Towner, Dustin Weeks, Laurie White

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#### **I. Welcome**

Dustin Weeks welcomed everyone and reviewed the agenda and outcomes of the meeting. He thanked the members who attended every meeting.

#### **II. Enrollment Update**

Ken Matthews discussed the decline in enrollment, and the trend of students waiting longer to enroll. Online offerings will be expanded. The college is focusing on retention and focusing on underserved populations of African-American and Hispanic males.

#### **III. Legislative Update**

Brian Babb discussed legislative issues, such as the state reviewing college's reserves and withholding funding based on amounts in reserve. He also discussed the State Board of Community Colleges has been recreated, foundation funding and expenses, and the gun bill which is dead for this year.

#### **IV. Planning Council Committee Updates**

- a. Instructional Program Review Committee – Kelly Duffy / Beth Hoodiman  
The Instructional Program Review Committee reviewed 4 colleges and 55 programs. There were recommendations for the BSIT/College of Engineering Technology, School of Business Administration, and Building and Architectural Design.
- b. Administrative Review Committee – Frank Mercer  
The Administrative Unit Review Committee appreciated the unit planning process now being consistent. It was helpful with their reviews.
- c. Academic Success Committee – Sally Hansen / Linda Miles  
The Academic Success Committee completed 51 reviews. The School of Education was exemplary in all areas. Wording on the rubric was changed from “strategies” to “learning activities.”



d. Falcon Ideas Committee – Shana Deyo / Karla Moore

The Falcon Ideas Committee created a website for ideas submission and includes an e-mail account. They developed a process and store archives in the document repository. So far, 19 ideas are sustainable, 12 ideas have been addressed and resolved, 2 ideas are in progress, and 4 ideas are brought before the Planning Council. All four ideas were authorized to move forward by consensus.

**V. End of Year Survey Results**

Dustin Weeks reviewed the results from the Planning Council survey. Overall, people liked learning about the planning process, how the college works, and about activities and events. Also liked is the opportunity for collaboration and networking. Areas of improvement are opportunities to interact, senior executive staff information, fewer presentations but remain in-depth, and change the day/time of the meeting. Some challenges identified for the college were funding, performance measures, retention, PeopleSoft, engagement, morale, streamlined committee structure, hiring/retaining high quality staff.

**VI. Conclusion and Adjournment**

Dustin Weeks thanked everyone for a successful year. The meeting adjourned at 3:20 p.m.