The meeting began at 12:45

Members Present: Tucker Amidon, Joannie Gibbons-Anderson, Richard Mahon (acting chair),
James Seals, Diane Solorzano, Ron Vito

Members Absent: Virginia McKee-Leone (admin designee); Denise Terrazas (staff designee)

Guest: Richard Davin, Senate President

Richard opened the meeting by reminding members of the origins of the Strategic Planning Process at RCC, beginning with the 2001 ACCJC recommendation to improve planning and progressing under the presidency of President Lacy to the adoption of the Strategic Planning Committee Constitution and Bylaws in spring 2007. Each committee includes one administrator, faculty and staff member appointed by the college president, Academic Senate, and CSEA. Virginia McKee-Leone and Denise Terrazzo’s are the administrative and staff appointees for the committee. The participation of additional members on SPC committees is always welcomed and committees seek insofar as possible to act by consensus.

Richard also suggested that a major challenge for the college, consistent with Senate president Davin’s explicit goals and implicit in much of the slow evolution of the district is the locating of more authority of matters related to instructional programs at the campus level. Richard pointed out Assessment and Program review as two crucial academic processes which remain established at the district level. Forward looking planning on the campus level might also integrate well with Chancellor Gray’s expressed desire to reorganize the district this academic year.

Richard expressed concern that the committee be cautious not to intrude on areas subject to the authority of the Academic Senate and he read the committee charge as expressed in the current SPC Bylaws:

**Instructional Programs**

- To integrate academic planning in the preparation and implementation of an Educational Master Plan.
- To review completed discipline program reviews and departmental plans and recommend the allocation of resources necessary to fulfill those plans.
- To recommend program and service configurations to meet the needs of the students and communities served by the college.
- To use a set of enrollment-related key performance indicators and a series of reports to inform planning, decision-making, and policy development at the college.
- Develop the instructional component of the College Master Plan.
• To prioritize budget recommendations including all activities coordinated by the office of Academic Affairs.

Richard then asked Joanie Gibbons-Anderson, past-committee co-chair and continuing committee member Joanie Gibbons Anderson to summarize the work of last year’s committee. The committee spent a significant mount of time both creating a rubric for allocation of financial resources and prioritizing requests for funding of instructional equipment.

Joannie expressed concern that the committee charge be reviewed to ensure that it not stray beyond the proper authority of the committee. She also wondered how the committee’s work would interact with the college’s Educational Master plan, given the limitations of that document.

Richard announced that the committee would be called up on to make recommendations regarding the ranking of funding requests for this year’s (?) Basic Skills Initiative funding requests. Members indicated that it was common last year for the committee to collaborate and make recommendations via email. Richard indicated that funding requests are due by Sept. 21 and that the committee would be asked to make recommendations by the end of September.

Senate President Richard Davin joined the committee for part of its meeting and the need to clarify the role of the SC committees and the Academic Senate with regard to the recommending of fiscal priorities.

*The meeting adjourned at 1:45*

Next committee meeting: Oct. 15, Alumni House