

**Citrus College
Strategic Planning Committee Meetings**

Fall 2007

Preparation	Meeting agenda	Goals for this meeting	Committee member homework
Meeting 1: September 24, 2007			
* Compile materials for the binder 1. Employee survey data 2. ARCC data 3. CCSSE data 4. Accreditation 4 standards 5. Accreditation 6 themes	* Introduction: <ul style="list-style-type: none"> ○ Review of the big context: accreditation, self-study in Spring 08, needs in program review; ○ Refresh our memory as regards to what we have done in Spring 07; ○ Review materials in the binder. * Discussion of how the committee is going to function and the goal for Fall 07 * Discussion and assignment of sub-committee per goal, with a faculty co-chair for each sub-committee * Explain the planning sheet	* Committee members are up to speed with data and previous discussion. * Committee members are clear with the expectations. * College-wide goal set up * Sub-committees formed for each goal	* Review the 5/18 Memo * Review employee survey data, ARCC data, and CCSSE data * Sub-committees meet before October 8 to discuss and define the goal. (For example: what do we mean by “to promote student success”?)
Meeting 2: October 8, 2007 – Dr. Hamilton will chair this meeting			
* Set up the Intranet community for strategic planning	* Discuss and review the four broad goals * Sub-committees present definitions of each goal.	* The four college goals are reviewed and discussed. * Members are clear with what to do next.	* Sub-committees meet outside the committee time and come up with objectives and strategies for the goal.

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Meeting 3: October 22, 2007			
	* 2 sub-committees report back on the objectives and strategies <ul style="list-style-type: none"> ○ Student Success ○ SLO * Revise the planning sheet for the 2 goals	Planning sheet completed for 2 institutional goals	* Continue to work on the objectives and strategies for each goal.
Meeting 4: November 26, 2007			
Update the Intranet with planning sheets	* the remaining 2 sub-committees report back on the objectives and strategies <ul style="list-style-type: none"> ○ Fiscal Transparency/Resources ○ Communication * Revise the planning sheet for the 2 goals	Planning sheet completed for all institutional goals.	
Meeting 5: December 10, 2007			
Update the Intranet with planning sheets	* Wrap-up for Fall 07 * Planning for Spring 08	Complete a draft plan.	Prepare a report back to campus on strategic plan and draft plan to the board in January (tentative)