



UNIVERSITY
of HAWAII®
SYSTEM

OFFICE OF THE VICE PRESIDENT
FOR COMMUNITY COLLEGES

Strategic Planning Council

September 21, 2007

1:00 pm – 4:00 pm

Dole Street Conference Room/Polycom

Record of Proceedings

Attending: Rockne Freitas, Ramsey Pedersen, Peggy Cha, Manny Cabral, Clyde Sakamoto, Angela Meixell, John Morton, Debbie Nakagawa, Mike Rota, Jill Savage, Jim Poole, Harry Davis, Nancy Bushnell, Ellen Okuma, Linda Currivan, Michele Katsutani, Libby Young, Kathleen Cabral, Kathy Hill, Liana Hofscneider, Adrian Corpus, Heather Bach, Alicia Kalahiki, Cheryl Chappell-Long, Sam Prather, and Mike Yoshimura.

Introduction

John Morton, Vice President for Community Colleges, stated that this was a good time to update the UH Community College Strategic Plan as the UH System strategic plan was just recently updated. We need to decide what changes we want for the next 8 years for the UHCC strategic plan and do that by the end of December.

1. A review of UH policies related to strategic planning

http://www.hawaii.edu/vpaa/system_aa/strategic%20plan/UH_Strategic_Planning_Framework.pdf

Mike Rota reviewed the background of the Strategic Planning Council and described the strategic planning process and how that affects the budget planning process. He stated that this meeting will review policy documents and resources available on the web, issues with regard to the planning timeline, timetable and meeting schedule, and he will present some of the work done by the UH system office and internal/external issues for the community colleges to consider for planning. A web demonstration of resources available was conducted.

2. A review of the UHCC Strategic Plan/Budget Development activities and timetable

http://www.hawaii.edu/vpaa/system_aa/strategic%20plan/Strategic_Planning_Timetable.pdf

Copies of the UHCC Strategic Planning/Budget Development Timetable were distributed. Mike Rota stated that the Strategic Plan helps set the budget plan, however the timeline still lags the reallocation of resources. The Council's main objective is to

develop the strategic plan in enough detail for colleges to develop their plan. In order to complete a draft strategic plan by December 2007, the council will have to meet several times. Completing budget request forms and a finished strategic plan is a tandem process and colleges need to think about the process needed to complete these projects that will run in parallel.

3. The UHCC strategic planning practices and plan outline

http://www.hawaii.edu/vpaa/system_aa/strategic%20plan/Strategic_Plan_Outline.pdf

Copies of the University Of Hawaii Community Colleges Strategic Plan Outline 2008-2015 were distributed. Mike Rota outlined the next three meetings:

- Meeting One will address more specific detail on internal/external issues and assumptions.
- Meeting Two cover goals and benchmarks
- Meeting Three will determine resource requirements.

Some concern was expressed over the timeline as colleges will be pressed for time to discuss/address assumptions while waiting for the council to decide on system assumptions etc. Electronic exchange and discussion (using ccsplan-l@hawaii.edu) was encouraged between meetings.

4. A review of the UHCC 2002-2010 Plan and progress made to date

http://www.hawaii.edu/cc/Docs/CC_Strategicpl/strategic%20plan.pdf

The 2002-10 plan had goals and key performance indicators to measure progress on objectives. More emphasis on monitoring data items is required for the updated plan.

5. Meeting the Needs of the State

The UH System Second Decade Project

<http://www.hawaii.edu/offices/app/seconddecade/>

The UH System Strategic Plan Update, 2008-2015

http://www.hawaii.edu/ovppp/uhplan/stratplanupdate_handout.pdf

Mike Rota covered the two UH System presentations at the above links which provide a starting framework for the UHCC strategic planning process. He then gave a presentation, UH Community Colleges Strategic Planning Context for 2008-2015

http://www.hawaii.edu/vpaa/system_aa/strategic_plan/UHCC_Strategic_Planning_Context.pdf which covered internal/external planning issues and the strategic plan goals and objectives.

The goals are:

- Increasing the Educational Capital of the State
- Meeting Workforce Development Needs
- Diversifying the State's Economy
- Serving Underrepresented Regions and Populations
- Creating an Efficient, Sustainable Organization

For each goal, a small number of objectives will be set that will:

- Be clearly defined
- Be quantifiable
- Have a baseline
- Have a best practice benchmark
- Have a target
- Have a progress report
- Be derivative to the campus
- Be integrated with other UH benchmarking/goal setting projects

6. UHCC Second Decade Planning and Benchmarks

http://www.hawaii.edu/vpaa/system_aa/strategic%20plan/UHCC_Second_Decade_Planning.pdf

The key is to keep the numbers, data, and progress at the forefront.

7. Other issues to consider in the planning process

Colleges want data by county.

8. The next steps and future meeting schedule

Meetings will be held on Fridays, 1:00 - 4:00 PM, Dole Street Conference Room and polycoms arranged as needed.

Meeting dates:

October 19, 2007

November 9, 2007

December 14, 2007