

PC Subcommittee to revise HCC's Strategic Plan Document

Summary of meeting held 1/28/2009

Attendance

Committee members present: Grace Funai, Jonathan Wong, Jim Poole, Ross Egloria, Erika Lacro, Brian Furuto, Mike Rota, and Vern Takebayashi

Members unable to attend: Rose Sumajit, Keala Chock, Cory Takemoto

Important Deadlines

- We need to be able to do a presentation describing HCC's Strategic Plan for the Board of Regents (BOR) meeting scheduled for 3/20/2009 at our campus.
- We need a draft of HCC's Strategic Plan document by the end of the semester 5/15/2009.

First Biennium Budget affected by this Strategic Plan Revision

This Strategic Plan Revision will be used for the Biennium Budget for fiscal years 2012-2013 (Fall 2011 to Spring 2013).

Reasons for revising HCC's Strategic Plan Document

- The current HCC Strategic Plan Document expires in the fiscal year 2010. In addition, that document is out of date with respect to UHCC System Strategic Goals and Outcomes.
- The Systemwide Financial Audit of the University of Hawaii System released in December 2007, was highly critical of the UH System's Strategic Plan. In particular, the audit stated that “The university's strategic planning process was not a well coordinated effort”, the plan was “Lacking specific objectives and performance indicators, progress of most campus and system plans are difficult to measure”, and “There is no formal, systemwide assessment of strategic plans”.

Therefore, we need to revise our Strategic Plan Document, and we need to write a plan that is based on measurable outcomes. In addition, the plan must be coordinated with the UHCC System plan.

Current plans for revising our Strategic Plan

- The plan will start with the Strategic Goals and Outcomes of the UHCC System. The plan will be supplemented by adding HCC-specific goals and outcomes.
- The HCC-specific goals and outcomes will be determined by consideration of the following items (in no specific order):
 1. The knowledge gained from looking at our Program Review reports. The

goals here will include shoring up weaknesses identified in the reports, as well as weaknesses in the process of creating the reports.

2. The Planning Agenda items from the Accreditation Self Study.
 3. The Community College Inventory taken this semester.
- The HCC Mission Statement needs to be reviewed and revised. This is the responsibility of the Planning Council, but will be overseen by this subcommittee. Others that have been involved in the past with determining the Mission Statement will be asked to provide input once again. The current plan involves asking Larry Fuller to come in and facilitate a meeting(s) to kick off this process.
 - Based on ACCJC standards, the Mission Statement cannot be overly generic and broad, and must indicate specifically what our mission in the community will be.
 - The core values part of the Mission Statement can include more generic and broad statements about what we believe in.
 - The Strategic Plan Document will be based on the following outline (abbreviated for this summary):

HCC Strategic Plan Outline 2008-2015

- I. Mission and Philosophy – Mission and Core Values.
Process to be kicked off with meeting facilitated by Larry Fuller.
- II. Planning Context – External and Internal factors influencing HCC, plus the major planning assumptions in developing the plan.
Brian Furuto has already developed the planning context. Major kudos to Brian.
- III. Assessment – Summarizes the most recent accreditation reports, program reviews, and other evaluative studies (including the Community College Inventory). In addition, should describe progress toward meeting long-range goals of the UHCC System and based on HCC's Strategic Plan.
Erika Lacro will be working with Todd Kobayashi to post the goals/performance on the Intranet.
- IV. Priorities 2008-2015 – Detail HCC campus-wide priorities for this period, and summarize individual area priorities for this period.
- V. Resource Requirements – Describe the resources required for the planning period. Also, detail a financial plan necessary to accomplish the priorities detailed in the plan.

Next Meeting

The next meeting will be held on Wednesday 2/11/2009 from 2:00 – 4:00 pm in 2-608. After that point, weekly meetings on Wednesdays at 2:00 pm will be held at least until the presentation for the BOR meeting on 3/20/2009 is ready. Weekly meetings may continue throughout the semester on Wednesdays at 2:00 pm if needed so that a final draft of the Strategic Plan is finished in time for the faculty duty period ending in May 2009.