

PC Subcommittee to Revise HCC's Strategic Plan Document

Summary of meeting held 2/11/2009

Attendance

Members present: Mike Rota, Brian Furuto, Erika Lacro, Ken Kato, Keala Chock, Ross Egloria, Grace Funai, Jim Poole, Rose Sumajit, Jonathan Wong, and Vern Takebayashi

Unable to attend: Cory Takemoto

Important Items

1. To help facilitate the revision of HCC's Mission Statement, a meeting with Larry Fuller has been scheduled for Friday February 27, 2009 in the afternoon. Jim Poole will be sending out a notice for this meeting with more details.
2. Brian Furuto presented a spreadsheet that summarized all of the Program Review Reports for 2007. He suggested that one of the things that needs to be done is for the Assessment Committee to hold workshops that help to define (and provide examples for) terms from the template for Program Reviews. In addition, he emphasized the need for many programs to come up with the next step(s) for their program as well as the costs associated with those steps.
3. Erika Lacro then presented a summary of the Community College Inventory Survey. The summary included averages for each question. Those averages included scores of zero for D/K (don't know) responses. During the following discussion, Erika explained that it was possible to exclude those zeroes, but questions with a large number of D/K responses indicate something may need to be done as well.
4. Although the Planning Agenda items are separated out into several documents (Academics Support Services, Student Services/COSA, Assessment Committee, CLT, FSEC, Planning Council), the committee agreed that we need to look at all of the Planning Agenda items. Vern Takebayashi volunteered to look specifically at the Planning Council items since he was Planning Council chair. Further assignments on the other documents may be made if necessary.
5. Brian Furuto and Mike Rota presented a first draft of the revised HCC Strategic Plan (2008-2015). This draft already includes the portions that are derived from the UH System and the UHCC System. We need to add in the parts that are specific to HCC. In particular, we need to add in:
 - HCC's Mission Statement
 - HCC's additional strategic outcomes and performance measures in any/all of the five strategic areas (A. Promote Learning & Teaching for Student Success, B. Function as a Seamless State System, C. Promote Workforce and Economic

Development, D. Develop our Human Resources, and E. Develop Sustainable Infrastructure for Student Learning).

- HCC's Resource Requirements for meeting the strategic outcomes.

Mike Rota noted that it is possible to have strategic outcomes outside the five strategic goals (areas), but the chance of something moving forward in the budget request process is much less for items that fall outside of those five goals. HCC's challenge (having more technical programs than any other campus) will be to make sure our additional strategic outcomes align with one or more of the UHCC System strategic outcomes. In particular, our technical programs have market requirements, industry demands, and need to meet national standards, and this must be factored in with our additions.

6. In terms of developing the Financial Plan portion of the Strategic Plan, Erika Lacro offered to start this process by involving the CLT as it contains the leaders of all bodies on the campus. With respect to this process, Mike Rota said we need to address questions like “What do we need to do to increase student success on this campus?”. In addition, Mike stated that what was done back in 2002 (previous Strategic Plan) was to break down the sources for the needed additional resources by 1) State funds, 2) Additional tuition, and 3) Reallocation. At that time, the breakdown used was 50% State funds, 25% from tuition increases, and 25% from reallocation of existing resources. That formula resulted in a reasonable estimate over the ensuing years.

Action Items

All of the committee members will be looking over the materials presented (summary of Program Reviews and eventually the Program Reviews themselves, summary of the Community College Inventory), the Planning Agenda items, the major recommendations of the last Accreditation Report to come up with a list of the major issues that need to be addressed in the Strategic Plan additions.

These additions will include:

- Needs that are identified by our assessments (Program Reviews, Accreditation Self Study and Planning Agenda Items, CC Inventory, etc.)
- Changes to the process of performing those assessments that are needed to make those assessments more effective at determining our needs.

Next meeting

The next meeting will be held Wednesday 2/18/2009 from 2-4 pm in 2-614.