

Planning Council Subcommittee to revise HCC's Strategic Plan Document – End of Year Report (Fiscal Year 2008-2009)

This subcommittee was formed to facilitate the revision of Honolulu Community College's (HCC's) Strategic Plan Document. This revision was made necessary because the existing document expires in the fiscal year 2010, and the document is out of date with respect to the UHCC System Strategic Goals.

Committee members:

Nicole Casison (ASUH representative), Keala Chock, Ross Egloria, Grace Funai, Jim Poole, Rosemary Sumajit, Vern Takebayashi (chair), Jonathan Wong, Mike Rota, Erika Lacro, Ken Kato, and Brian Furuto.

Summary of events

- First meeting held 1/28/2009. This meeting was used to outline the process that we would follow to revise HCC's Strategic Plan document. At this meeting, it was decided that the next meeting would take place 2/11/2009, and that the committee would continue to meet once a week (on Wednesdays) for the remainder of the Spring semester.
- Meeting 2/11/2009. The committee looked at a summary of all the Program Review Reports for 2007 and a summary of the Community College Inventory Survey. A first draft of the revised HCC Strategic Plan was presented. This draft already includes the portions that are derived from the UH System and the UHCC System. The committee agrees that we need to add in parts specific to HCC.
- Meeting 2/25/2009. After reviewing the summary of the Community College Inventory Survey and the ACCJC's recommendations from the last accreditation report, the committee went through a brainstorming session to identify items/ideas that were felt to be important to be addressed in HCC's Strategic Plan. Each committee member voted for 6 items (out of the 33 items generated during brainstorming) to help determine which items are the highest priority (by number of votes) and which items can be grouped together.
- Update delivered to Planning Council 3/13/2009. This update summarized the HCC-specific additional Strategic Goals and Outcomes. (See the file “summary-to-pc-2009-3-13-revised.pdf” for details.)
- After allowing the Planning Council to provide feedback, an updated HCC Strategic Plan document was distributed to the campus at large on 4/9/2009. A notice was sent out via e-mail to hcc-admin-announce@hcc.hawaii.edu giving the links to the document.
- Town Hall meeting 4/20/2009. This meeting involved presenting the major points of

- the Strategic Plan document and allowed people to provide feedback on the Plan.
- Updated HCC Strategic Plan document on 4/23/2009. This update includes two additions. One of the additions was to include a strategic goal on program to program articulation (as suggested by Charlie Anderson). The other addition was to include the development of an Information Technology Strategic plan (per Bill Becker).
 - On 5/5/2009 an e-mail was sent to the entire campus (via hcc-admin-announce@hcc.hawaii.edu that contained two documents. The first document, “explaining-the-process.pdf” explains how the Strategic Plan document is separate from (but related to) the Implementation Plan items that the Planning Council has been responsible for over the past few years. The second document, “strategic-planning-budget-request-cycle” illustrates how the Strategic Plan fits in with the budget planning and request cycle.

Status at year end (May 2005)

The status of HCC's Strategic Plan document at the end of Fiscal Year 2009, is that most of the plan is in place. The only part of the plan that has yet to be developed is section on identifying the resources that will be needed to carry out the Strategic Outcomes. This will be developed over the summer and the Fall 2009 semester.