

11/15/23 | #1 Steering Committee | 1:00 PM | Zoom

Meeting Notes Taken By: Tracy Phutikanit

Agenda

1. Introductions & Ice Breaker – Greg Dempsey (1:00pm)
2. Welcome from Dr. Bradley Lane – (1:30pm)
3. What is a strategic plan? – Bradley Lane (1:35pm)
4. Committee Purpose and Charge – Greg Dempsey (1:40pm)
5. Project Plan Review – Greg Dempsey (2:10pm)
 - a. Breakout Room Activity
6. *Break – (2:20pm)*
7. Resources & Tools – Carol Fernandez (2:30pm)
8. Decision Making & Consensus Process – Jenni Branstad (2:35pm)
9. Mission, Visions, Values & Equity Statement Update – D'Andre Fisher (2:45pm)
10. Case Statement Review – Greg Dempsey (2:55pm)
 - a. Breakout Room Activity
11. Welcome from Dr. Rosie Rimando-Chareunsap – (3:45pm)
12. Closing – (3:55pm)

Attendees

Name	Attendance
Fatimah Abdullahi	Y
David Alvarez	Y
Curtis Bonney	Y
Jenni Branstad	Y
Aimee Brown	Y
Emily Castillo	Y
Jennifer Clark	Y
Julienne Degeyter	N
Greg Dempsey	Y
Dennis Denman	Y
Juan Diaz	Y
Carol Fernandez	Y
D'Andre Fisher	N
Briane Franks	Y
Ninder Gill	Y
Mikaila Harris	N
Sayumi Irey	Y
Bradley Lane	Y
Jill Lane	Y
Peter Lortz	Y

Ben Machado	Y
Cameron Mahon	Y
Jay McLean-Riggs	N
Alice Melling	Y
Thuy Nguyen	Y
Hip Nguyen	Y
Tracy Phutikanit	Y
Chantae Recasner	Y
Chayton Remle	N
Rosie Rimando-Chareunsap	Y
Wendy Rockhill	Y
Traci Russell	Y
Cooper Sealy	Y
Riley Sorensen	N
Andrew Svec	Y
Rio Takahashi	N
Teresa Thiessen	Y
Ariel Zastrow	Y

Notes:

1. Introductions & Ice Breaker – Greg Dempsey
 - a. Mission, Vision and Values self-reflection activity. Let's take 3-5 minutes and read the Seattle Colleges Mission, Vision and Values. As an icebreaker, ask yourself:
 - What is your why?
 - Why are you in the role you're in?
 - What makes you want to be here?
 - i. Recurring themes from people's reflection:
 - Inclusion
 - Accessibility for all learners
 - Found and created community
 - Affordability
 - Transforming Lives
 - ii. Wealth of knowledge available in the room. Seattle Colleges isn't just a destination, but a journey for many.
 - Multiple people present with 20+ years of experience within the Seattle Colleges
 - Lots of graduates from Seattle Colleges have become staff
 - Multiple students have been at more than one campus during their lifetime
 - Multiple people have had family members come through the Seattle Colleges
 - iii. Approximately half of the group has experience in Strategic Planning.
2. Welcome from Dr. Bradley Lane – (1:30pm)
3. What is a strategic plan? – Bradley Lane (1:35pm)
 - a. Previously, colleges had done their own strategic plans and there are usually overlap in ideas and priorities. We're collaborating to create one to help the organization of our goals and

priorities, focus our energy, help us strengthen what we need to operationally, have agreements, and adjust our direction in a dynamic environment.

- b. A strategic plan is not meant to predict the future. It's about what we want our organization to be in the future and formulating how we make that happen.
- c. "Strategy requires change: changing one's behavior or making choices that others do not." - [What Makes a Strategic Plan, Strategic?](#)

Source: RHB

4. Committee Purpose and Charge – Greg Dempsey (1:40pm)
 - a. In reviewing the Bridge and Strategic Plan, the yellow boxes are what the Steering Committee is focusing on between Spring 2023-Fall 2024.
5. Project Plan Review – Greg Dempsey (2:10pm)
 - a. Graphic that shows phases are the outline for the next 4 quarters
 - b. Goal - present the final deliverable in Fall to the Board of Trustees and have it be accepted
 - c. Breakout Room Activity
 - i. Clarification: This activity should be done with a district wide perspective, nothing college specific. College Councils will come up with campus specific plans at a later time.
 - ii. Suggestion: explain more in depth about Strategic Planning to make sure everyone knows how to best participate and
 - iii. Feedback on Data Gathering phase: student voice data needs to be collected. Student voice should be relevant in every conversation.
6. Break – (2:20pm)
7. Resources & Tools – Carol Fernandez (2:30pm)
 - a. SharePoint as access point for committees
 - b. Email and District Website – Andrew Svec
8. Decision Making & Consensus Process – Jenni Branstad (2:35pm)
 - a. Consensus based process – we try to find agreement before making a decision. Consensus takes time to honor concerns and addresses them. This has been in practice at Seattle Central and worked well with large groups. Honest works and encourages everyone to voice their opinions and for the opinions, concerns and pauses to be addressed.
9. Mission, Visions, Values & Equity Statement Update – Greg for D'Andre Fisher (2:45pm)
 - a. D'Andre was unavailable so Greg covered how the State Board Vision may be incorporated into our Mission, Vision and Values.
 - b. SBCTC Vision: Leading with racial equity, our colleges maximize student potential and transform lies within a culture of belonging that advances racial, social, and economic justice in service to our diverse communities.
 - c. We don't need to start from scratch, but we should look at updating any outdated language or aspects that don't fit in where we're heading.
10. Case Statement Review – Greg Dempsey (2:55pm)
 - a. Having a more intentional Strategic Enrollment Management (SEM) plan has been in works since before COVID. Ruffalo Noel Levitz (RNL) creates a framework for Strategic Planning and recommends the first step is to create a case statement of your institution.
 - b. Case statements go over where we can grow e.g. programs, or trends we should be aware of.
 - c. The Case Statement is still being worked on and shouldn't be shared widely yet. This will still be reviewed by the SEM committee and Steering Committee members.
 - a. Breakout Room Activity

- i) SWOT Analysis will give each small group an opportunity to review strengths, weaknesses, opportunities and threats.

11. Welcome from Dr. Rosie Rimando-Chareunsap – (3:45pm)

- a) We can be 3 original colleges with unique identities and still have a strong district presence together. We can still be the "most excellent" version of ourselves and come together.

12. Closing – (3:55pm)