

Planning Council Retreat
Friday, November 21, 2014
9:30 a.m. Administration Building Board Room
Minutes

Meeting called to order at 9:38 a.m.

- Proposals from Assessment Committee
 - Revision/Creation of College-Wide Student Outcomes
 - Simplified into 3 areas: Communication, Critical Thinking and Responsibility
 - Voted to move to Cabinet for a formal endorsement.

- Proposals from Administrative Affairs
 - Tuition Refund Policy
 - Would be in line with most other colleges around Arkansas
 - Policy would be:

100% Refund	1-5 days
50% Refund	6-10 days
0% Refund	11+ days

- Bookstore policy will match.
 - Need to make sure students are made aware of change when registering for Spring classes.
 - Send to Catalog Committee (Denise Robledo) for inclusion in new catalog.
 - Endorsed by Planning Council
- Announcements from Administrative Affairs
 - Discussion of aggregation of Student Evaluations to further promote Staff Development.
 - Discussion of End of Course Assessments and faculty opportunities to increase participation.
 - Each review group presented their findings and led group discussion of their topic. Please see attached transcribed white board notes.
 - Discussion about the current strategic plan.
 - Stephanie Tully-Dartez asked the council to consider the current status of the strategic plan and decide whether it will be completed in 2016 or if there is room to continue.
 - Dr. Barbara Jones noted that it was the intent of the group that created the strategic plan to have it in place during the HLC site visit. Because the review could possibly take place in 2017 it is possible that the plan will have ended and we will be developing a new one at that time.
 - Christy Wilson asked if the existing plan could be mapped to the new college wide student learner outcomes. Tully-Dartez noted that had already been done as part of the CWSLO development process.
 - Francis Kuykendall asked for clarification if the plan could be extended three years. Jones confirmed that was a possibility.
 - Jim Roomsburg noted that progress had been made on all initiatives but none were at a completion point. Tully-Dartez noted that departmental strategic plans were also tied to the college's strategic plan therefore new initiatives and measure would continue to evolve.
 - Wilson proposed a one year extension with review in 2017. Phil Ballard seconded. Kuykendall amended to change from a one year extension to a three year extension noting that departmental strategic plans under revision now would be forced to change after a short lifespan in order to reflect a new college strategic plan. Not seconded.
 - Jones noted that most strategic plans ran from three to five years. She also noted that she would take the recommendation of the council to the Board of Trustees because of the significance of the strategic plan.
 - Dr. Jim Bullock expressed concern over the process of extending the strategic plan. Tully-Dartez noted the reason for the discussion of strategic plan extension at the planning council retreat was the

thorough review of the initiatives and state of the college that was being conducted at the retreat.

Given the time and inclusiveness of the review, the members of the planning council should be able to determine if there are still opportunities with the existing strategic plan.

- Genevieve White asked if any of the KPIs had been completed. Tully-Dartez noted that progress was made on each but none were completed.
 - Dr. Tim Kirk asked if initiative had risen to a level that superseded the strategic initiatives. Tully-Dartez noted that that identification was part of the retreat process. Jones noted the opportunity to plan to bring in a consultant in 2017 to help develop the next strategic plan.
 - Wilson noted that the biggest reason to extend the plan to 2017 was because the college wasn't finished with the initiatives and she wanted to note that with her motion for a one year extension and review.
 - Roomsburg made an amendment to include a formal review of all components and KPIs as part of the one year extension. Art Brown seconded. Unanimous approval.
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- Meeting continued with a planning retreat.
 - Meeting adjourned at 2:00PM