

Institutional Program Review and Planning Committee
September 27, 2002
10:30 a.m. - Noon, ACR
Notes

Present: Lori Allen (representative for Anna Dyson), Kelly Brooks, Anna Chieffo, Mike Elrod, Bill Glenn, Norice Lee, Fred Lillibridge, Trudy Meyer-Arrieta (representative for Larry Sharp), Bernadette Montoya, Sylvia Nickerson, John Paulman, Bernie Piña (representative for Carmen Aguilera-Goerner), Leslie Thornberry, Carolyn VanderGiesen, John Walker, Jerry Welch

Guest: Raul Ramirez

Absent: Carmen Aguilera-Goerner, Andy Burke, Anna Dyson, Margie Huerta, Valerie Pickett, Larry Sharp, Health & Public Service Representative, Student Representative

Recorder: Sherilyn Noble

The meeting was called to order at 10:40 a.m. by Fred Lillibridge.

This purpose of this meeting was to discuss the plan for reviewing and updating the 1988 DABCC Strategic Plan. There were five handouts distributed and discussed. The committee members is listed below:

Fred Lillibridge, Committee Chair, Campus Institutional Effectiveness and Planning Officer
Carmen Aguilera-Goerner, General Studies Division Head
Kelly Brooks, Business Manager
Andy Burke, Campus Financial Officer
Anna Chieffo, Business and Information Systems Division Head
Anna Dyson, Computer Support Manager
Mike Elrod, Campus Community and Workforce Development Officer
Bill Glenn, Community Education Director
Margie Huerta, Campus Instructional Officer
Norice Lee, Library Media Center Director
Bernadette Montoya, Campus Student Services Officer
Sylvia Nickerson, ABE Director
John Paulman, Marketing and Communications Coordinator
Valerie Pickett, Admissions Coordinator
Larry Sharp, Counseling Coordinator
Leslie Thornberry, Faculty Council Chair
Carolyn VanderGiesen, Customized Training Director
John Walker, Program Coordinator's Council Chair
Jerry Welch, Technical Studies Division Head
Health and Public Services Division Head
Student Representative

There will be 7 sub-committee chairs assigned to review the 7 issues listed in the DABCC 1998

Strategic Plan. These chairs will be responsible for their own committee members and have open meetings for reviewing and updating their assigned Strategic Plan issue. The goal is to prepare an updated and revised draft of the 1998 DABCC Strategic Plan by December 20. The CEO will then present the draft plan to the college and service area for feedback during January 2003 - March 2003. The 2003 DABCC Strategic Plan be finalized based on feedback by April 2003. The Final Plan presented to the DABCC Advisory Board in May 2003.

The committee needs to compare the issues of the Strategic Plan to the DABCC Mission Statement and ask if we are following our mission statement. The first draft of the sub-committees will be presented to the full IPRP Committee on November 8, 2002. Concurrently we will be also working on the 2003-2004 DABCC Institutional Action Plan with a draft to the CEO office by March 17. The action plans are due to the IEPO office by November 29, 2002. Two items were mentioned as possible additions to the strategic plan: 1) how we serve the needs of satellite campuses; and 2) broaden the concept of delivery. The 1998 Strategic Plan was circulated for each committee member to sign their name to at least one of the 7 issues. Fred will send an email to everyone about signing up to be on one of the seven sub-committees. He will let the committee know who signed up for what sub-committee and who will be the chair of each sub-committee next week.

The meeting adjourned at 11:54 a.m.