# Strategic Planning Committee Calendar 2013-2014

Meetings will be held the second and fourth Thursdays from 2:30 – 4:00pm in 3142/N3213 (unless otherwise noted)

<table>
<thead>
<tr>
<th>TIMELINE</th>
<th>Date</th>
<th>Agenda and Priorities</th>
</tr>
</thead>
</table>
| **August 2013** | Prior to the first committee meeting. | ▪ Review the following documents:  
  o SLOCCCD Integrated Planning Manual 2012  
  o SLOCCCD Strategic Plan 2012-2014  
  o SLOCCCD Participatory Governance: Decision-Making and Committee Handbook  
  o SLOCCCD Mission Statement (revised 2013)  
  o SLOCCCD Planning Processes Assessment Report |
|             | August 29 (5th Thursday) | ▪ Committee Orientation  
  ▪ Annual Planning Calendar Review  
  ▪ Spring 2013 Progress Report  
  ▪ Planning Process Assessment Report  
  ▪ Develop Committee Initiatives for 2013-2014  
  ▪ SharePoint Training |
| **September 2013** | September 12 | Develop the San Luis Obispo County Community College District Strategic Plan 2014-2016 (IPM, pp. 14-16)  
  ▪ Review Institutional Goals in the SLOCCCD Educational Master Plan 2011-2016 Addendum  
  ▪ Review progress on achieving the Institutional Objectives as documented in the spring 2012 and spring 2013 progress reports  
  ▪ Based on these reviews, develop Institutional Objectives, assessments for those objectives, and action steps for the next three years. |
|             | September 26 | ▪ The Strategic Planning Committee produces the final draft SLOCCCD Strategic Plan 2014-2017 for district-wide distribution next month  
  ▪ The Strategic Planning Committee distributes the final draft SLOCCCD Strategic Plan 2014-2017 for district-wide review and comment. |
| **October 2013** | October 10 | The Strategic Planning Committee incorporates feedback from the District-wide review to prepare the final draft SLOCCCD Strategic Plan 2014-2016 which is forwarded to College Council and Planning and Budget Committee. |
|             | October 24 | The draft SLOCCCD Strategic Plan 2014-2017 is being reviewed by College Council and Planning and Budget Committee. |
| **November 2013** | November 14 (no meeting November 28) | ▪ Members of College Council distribute Draft SLOCCCD Strategic Plan 2014-2017 to constituents for review and comment.  
  ▪ The Planning and Budget Committee considers the feedback from that review and makes a recommendation to the Superintendent/President. |
| **December 2013** | December 12 (no meeting December 26) | NOTE: If the superintendent/president approves, the final draft of the SLOCCCD Strategic Plan 2014-2017 is presented to the Board of Trustees for information. The final draft of the SLOCCCD Strategic Plan 2014-2017 is implemented beginning Fall 2014. |

Co-Chairs: Gilbert H. Stork and Sandee L. McLaughlin  
Assistant to Co-Chairs: Lisa Gray  
June 19, 2013
### Strategic Planning Committee Calendar 2013-2014

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<table>
<thead>
<tr>
<th>Month 2014</th>
<th>Date(s)</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2014</td>
<td>No meetings</td>
<td>The Superintendent/President is responsible to initiate, oversee and ensure completion of an annual progress report (IPM, page 30).</td>
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</tbody>
</table>
| February 2014 | February 13,  February 27 | Committee will review the template for the annual Progress Report on the SLOCCCD Strategic Plan  
*NOTE: Request SLOCCCD Strategic Plan 2012-2014 progress reports from responsible parties and authors of the Operational Plans (SLOCCCD Enrollment Management Plan 2012-2014, SLOCCCD Technology Plan 2012-2017, SLOCCCD Long-Term Fiscal Plan)* |
| March 2014   | March 13, March 27 |  
*NOTES: Responsible parties submit progress updates to the Strategic Planning Committee. The Strategic Planning Committee consolidates the reports of progress on the Action Steps and assessments of the Operational Plans.*  
- Collaborate with the Institutional Effectiveness Committee to:  
  - Analyze the progress report for effectiveness in moving the district toward achievement of the Institutional Goals.  
  - Edit or augment Action Steps for the coming year as needed based on the assessment of the outcomes of the current year’s work. |
| April 2014   | April 10, April 24 |  
- The SLOCCCD Strategic Plan Progress Report will include the reports of progress on the Action Steps and Operational Plans as well as an analysis of the effectiveness of the activities in fulfilling the Institutional Goals and Institutional Objectives.  
- Send the draft progress report to the Institutional Effectiveness Committee for review and incorporate feedback.  
- Distribute District-wide for feedback and incorporate feedback. |
| May 2014     | May 8, May 22  |  
- The Strategic Planning Committee forwards the final draft to the Superintendent/President.  
- Assess committee effectiveness and complete the end of year committee report.  
- The Superintendent/President presents the Progress Report on San Luis Obispo County Community College District Strategic Plan to the Board of Trustees for information. |

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