

The mission of Mohave Community College is to be a learning-centered institution, serving all constituencies, inspiring excellence through innovative learning methodologies and empowering students to succeed.

Date: Monday, 2/27/2017

Time: 2:00 – 4:00 pm

Location: Bullhead City Campus, Room 210

Membership: Ana Masterson, Stephanie Dieringer, Shawn Bristle, James Jarman, Jason Gee, Carolyn Hamblin, Rosemarie LeFebvre, Danette Bristle, Renee Corey, Bob Faubert

1. Meeting called to order at 2:05 p.m. by Dean Masterson.
2. Announcements – Dean Masterson reminded attendees about the CRUHSD College & Career Expo on Thursday, March 2. The event starts at 8 a.m.; participants are asked to arrive early enough to be prepared by the start.
3. Important dates
 - a. [Academic calendar](#)
 - b. Proceedings from the CSI meeting on January 17, 2017 were approved as presented.
4. Standing reports
 - a. Strategic Plan Fall 2016 Review (Ana Masterson) – Dean Masterson reviewed strategic plan items and the relative progress documented so far. See “Strat Plan_2016-2020 updated with Fall Progress 2 22 17,” attached to the meeting Outlook appointment.
 - b. CSI Outcomes (Ana Masterson) – Dean Masterson reviewed the limited feedback provided by committee members responding to the survey. See “CSI committee evaluation outcomes” document, attached to the meeting Outlook appointment. Additional feedback was solicited. The group engaged in some discussion of the planned merger of the CSI and SEAL committees, including commentary about relative levels of member engagement. It was suggested that the extremely broad scope of committee responsibilities may have contributed to perceptions of disengagement.
 - c. Individual department and committee goals – Individual department goals are still in process with Institutional Research. Reassigning some strategies may assist in achievement of committee goals.
5. Upcoming Items for Attention
 - a. Academic Impressions - The Strategic Planning Implementation Clinic
 - b. CSI Charge Revisions Proposal – Dean Masterson reviewed the proposal, which would eliminate SEAL. The modified/merged committee mission would be assumed by CSI, albeit with a greatly expanded membership roster that includes former members of SEAL. Committee member feedback was

solicited, and no opposition to the proposal was provided—other than a concern about the breadth of the committee mission.

Dean Masterson discussed thoughts about building HLC expectations into strategic planning and CSI efforts to implement the MCC strategic plan. Alignment of accreditation and strategic planning processes may result in constant, ongoing development of the Assurance Argument, along with the supporting evidence. The goal of continuous strategic improvement may occur, although some concern was expressed about the likelihood that strategic planning might begin to be measured and/or defined by accreditation criteria. Dean Masterson reassured the group that the strategic plan would be the driving force behind committee activities and decisions; HLC may be considered simply as the reporting venue.

Commentary was made about the possibility of enhanced efficiency and productivity as a result of the committee merger. Also, it was remarked that inclusion of accreditation documentation might increase the sense of urgency for committee action and could help build accreditation preparations into the college culture. A suggestion was made to include a campus dean as co-chair. Dean Masterson indicated that she would take the suggestion under advisement.

Dean Masterson explained that the first meeting of the newly structured CSI committee should take place in less than a month. Committee members would need to review activities, determine responsible parties, and then develop timelines and ground rules. After the first meeting, the chair(s) would need to develop a schedule of staggered reports that would inform subsequent meetings. Frequency and format of meetings were then discussed, and suggestions included the following: 1.) one informational video conference followed by one working in-person meeting; 2.) live meetings held every other month; 3.) every strategic group could determine their own timelines and reporting structures; 4.) quarterly in-person work meetings with monthly phone/video conferences.

Division of labor, the number of concurrent projects processed by the committee, and the intersection between committee activities and strategic plan strategies were next discussed. The need to provide a sense of focus was brought up, with a suggestion of selecting a single strategic goal and its accompanying objectives each year, allowing committee members to selectively participate in smaller work groups addressing objectives that were of personal interest.

Dean Masterson shared that efforts to post departmental goals and achievements online were in progress, following internal requests to do so. The website that includes the goals and progress might also include other sources information that could be used to inform efforts to engage in continuous strategic improvement. Discussion commenced about the types of information that would be included in a public web page versus information that might be considered internal.

Membership was discussed, questioning whether, for example, *all* campus deans should be involved or whether two at a time was sufficient. The pros and cons of rotating membership was briefly discussed, but the group consensus was that inclusion of greater numbers outweighed the efficiency gained by smaller committee size.

Dean Masterson will determine some ground rules and will outline some organizational parameters prior to the next meeting.

Items below were tabled until the next meeting.

- c. Design and deliver an effective and engaging new student orientation program (Bree Karlin / Mindy Silva)
Items Needed: Visual documents, quality assurance statements, expected outcomes and measurements for effectiveness were provided.
- d. Conduct ongoing scans of local, state and regional economic trends to anticipate workforce development needs. Develop new programs, credit and non-credit, certificates and degrees which are based on comprehensive labor market research (Sonni Marbury)
Items Needed: Program review model, academic standards piece included
- e. Establish Operations Plan for Corporate and Community Education (Jason Gee)
- f. Use targeted marketing and communication to expand student enrollment in low-penetration and/or underserved populations (James Jarmin / Mindy Silva)
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- d. March:
 - i. Campus Deans

6. The meeting was adjourned at 3:30 p.m.