



FOOTHILL COLLEGE

Office of Instruction and Institutional Research
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Educational Master & Strategic Planning Task Force April 20, 2009 Notes 4:00PM President's Conference Room

Agenda

1. Revisit Foothill's mission, vision, and values statement conversation.
See attachment 041509EMSP_Presentation.ppt
2. Identify themes from the April 15 Visioning Workshop Group Work.
See attachment 041509EMSP_Notes.doc.
3. Surveying constituents.

Team Members Participating:

I-Chen Wen (ASFC), Judi McAlpin (CS), Dolores Davison (AS), Rosemary Arca (AS), Jay Patyk (AS), Daniel Peck, Lucy Rodriguez, Daphne Small, Katie Townsend-Merino

Goals and Products for Each Team

1. **MVVP Team:** Draft a new or revised mission, vision, purpose, and values statement.
 - a. Katie and Judi are collaborating to redraft the mission statement using input from the Visioning Workshop and work done by Roundtable earlier this year. **Goal: Monday, April 27**
2. **Theme Team:** Identify and build a list of around 10 themes from Visioning Workshop.
 - a. Rosemary, Matais, and Lucy will be collaborating to identify emerging themes. **Goal: Monday, April 27**
3. **Data Team:** Develop research questions and identify queries and resources needed for the Educational Master Planning document this summer.
 - a. Jay, Dan, Katie, and Dolores will start working on initial research questions and data queries and resources to bring back to the task force. **Goal: Monday, May 11**
4. **Survey Team:** Surveying Constituents
 - a. Lucy and I-Chen will work on poster boards that announce the themes identified by the Theme Team, as well as ask for feedback and responses starting April 24, Noon at the Rubric Float Party (Rootbeer floats) in the Administration building Quad area. **Goal: Wednesday, April 29**
 - b. The team will develop the online survey using Survey Monkey. Verbiage and questions will be worked out for review once the themes are developed. **Goal: Wednesday, Monday, May 4**

Notes:

1. Mission, Vision, Values and Purpose Conversation
 - a. Missing the college skills (basic skills) target group from the mission

- b. Missing sustainability as a value (mentioned at other meetings)
 - c. A mission is not unique because CA Ed Code tells us what our mission is, however, a vision can uniquely reflect Foothill.
 - d. There's no mention of "excellence" or doing any of the required things well in the mission.
 - e. No one mentioned touching the Purpose statement - people seemed to like it.
 - f. Katie and Judi volunteered to commandeer the team redrafting the mission.
2. Identify Themes Conversation
- a. The visioning workshop last Wednesday asked the attendees to write a Yelp review about Foothill College in 2020. Next the groups were asked to identify specifically what Foothill and individuals at Foothill needed to do in order to make those glowing Yelp reviews happen. The Theme Team is going to take the all of the transcribed work from the visioning workshop and identify around 10 themes for the greater college community and constituent groups to whittle down into our 3-year College Strategic Initiatives.
 - b. Rosemary, Lucy, and Matais (per Daphne) volunteered to identify themes from the transcriptions and visioning workshop conversations.
3. Surveying Constituents Conversation
- a. Once the Theme Team identifies around 10 themes from the visioning workshop and continuing conversation, the themes need to go to the broader community for choosing which themes to build strategic initiatives around.
 - b. In going out to different audiences, the group suggested poster boards around campus for written feedback, an online survey, and going to captive audiences.
 - c. The survey should capture the following ideas:
 - i. Are we missing anything?
 - ii. What theme could I contribute the most to?
 - iii. Ranking of themes - but not yet - wait until after the Senates give feedback on the themes.
 - d. Lucy and I-Chen will be collaborating on the poster boards - and have them ready in time for the Rubric Floats on April 29th in the Administration Building Quad area.
4. Gathering the Data
- a. Both Katie and Dan have some ideas on the types of data elements and graphs that should be included in the Educational Master Plan. Dan will bring his list next week.
 - b. Writing the Educational Master Plan will happen over the summer - once the bigger pieces are in place.
 - c. The strategic plan and mission statements will be introduced to the College on Fall 2009 Opening Day.
 - d. Dan, Katie, Dolores, and Jay will work on reviewing the data elements and charts.