



## **IP3 Executive Committee to the President for Institutional Planning**

Meeting, May 21, 2003 - Board Room

### **MINUTES**

Members present: Bob Burnson, Patty Carl, De DeGrado, Mike Pendola, Rosetta Polizzotto, Jim Reynolds, Joe Tidei and Doug Olson.

De DeGrado, Chairperson of the Executive Committee to the President for Institutional Planning, called the meeting to order at 2:10 PM.

#### **Approval of Minutes**

A motion was made by Mike Pendola to approve the minutes of April 30<sup>th</sup>, seconded by Patty Carl and voice vote carried the motion unanimously.

#### **Role of Priority Committees**

Both Patty Carl and Bob Burnson met with the Priority Committees last week and determined that the role of the Priority Committees should continue. After good discussion from their groups they reported that the committees wanted to know how they could improve the Objectives and the feedback loop before the priorities go to the Executive Committee for decision making. They also wanted more lead time for the whole process and feel that they should have a role in the initiative review process relating to their particular objectives. De Degrado distributed the handout entitled "Suggested Planning Process" and the group agreed that another step should be added between 6-8 to include the input from the Priority Committees.

#### **Market Share Expansion**

De Degrado stated that this topic will be taken up at the June 18<sup>th</sup> meeting.

#### **Institutional Initiatives Campus Notification**

De Degrado reported that Kevin Kennedy got this accomplished.

### **Planning Process**

De made only one change which was decided at the last meeting on April 30<sup>th</sup> and plans will be made as suggested to hold an open forum for community input.

### **Priorities**

No changes in priorities suggested and the group concurred to maintain the original four priorities.

### **Objectives**

The group concurred that next year the Committee should start out with the four priorities currently established and also look at new initiatives that may be submitted. De asked the group to think about new initiatives for discussion at the next meeting on June 18<sup>th</sup> so it can be presented for the fall faculty workshop. Rosetta added that the established priorities are basic to the overall function of the college and suggested that the group look more globally for next year to establish priorities that would include all parts of the college community in order to move the college forward.

### **Fixed Cost Alternatives**

After discussion De requested that the committee recommend alternatives to the fixed cost definitions for next year's budgeting process.

### **Adjournment**

A motion was made by Doug Olson to adjourn, seconded by Jim Reynolds. Voice vote carried the motion unanimously. Meeting was adjourned at 3:15 p.m.

Submitted by: Meg Staven