



COMMUNITY  
COLLEGE  
OF RHODE ISLAND

## Strategic Planning Committee Meeting

### Agenda / Minutes

<b>David Patten, Chair</b>	
<b>Date of Agenda Posting:</b>	March 9, 2017
<b>Meeting Date:</b>	March 10, 2017
<b>Meeting Start Time:</b>	1:00 PM
<b>Meeting Actual Start Time:</b>	1:03 PM
<b>Meeting Location:</b>	President's Conference Room – Knight Campus
<b>Meeting Secretary :</b>	t/b/d



## Member Attendance

<b>Committee Member Name</b>	<b>Title</b>	<b>Present</b>	<b>Notes</b>
		Y/N	
Ruth Barrington	Business Affairs	Y	
Bob Cipolla	Advising & Counseling	Y	
John Cole	Academic Dean	Y	By phone
Rosemary Costigan	VP Academic Affairs	Y	
Michael Cunningham	Dean of Students	Y	
Izabel DeAraujo	Institutional Advancement	Y	By phone
Sara Enright	VP Student Services, COO	Y	
Leslie Florio	ESPA	Y	By phone
Pam Hallene	FT Faculty (Rem. English)	Y	
Hilary Jansson	Academic Dean	N	
Zdenko Juskuv	PTFA	Y	
Tracy Karasinski	Opportunity Outreach	Y	
Robert Kilduff	FT Faculty (Rem. Math)	Y	By phone
Andrea Lachapelle	Financial Aid	Y	
Dina Lavitre	AHSS Department Chair	Y	By phone
Bill LeBlanc	IR Director	N	
Ken McCabe	Physical Plant	Y	
Steve Murray	CCRIFA	N	
Jaime Nash	CWCE	Y	By phone
Sheri Norton	Human Resources	Y	
Michelle O'Brien	Human Resources	Y	
Tony Parziale	Information Technology	Y	
Tim Poulin	Campus Police	Y	
Cecile Roberti	Business Dept. Chair	N	
Tom Sabbagh	Academic Dean	Y	
Jim Salisbury	LRC Department Chair	Y	
Ron Schertz	Enrollment Services	Y	
Susan Sienkiewicz	HARS Department Chair	Y	By phone
Ruth Sullivan	Academic Dean	Y	By phone
Deb Watson	PSA	Y	By phone
t/b/d	Divisional Vice President		
t/b/d	Student Representative		
t/b/d	Student Representative		
<b>Guests in Attendance</b>			
Robin Smith	Assistant to the President Special Projects	Y	By phone
Frank Markley	Paulien & Associates	Y	By phone
Marty Mahler	Paulien & Associates	Y	By phone

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## Agenda

<b>Agenda Item 1</b>	<b>Notes on Discussion</b>
<p><b>Welcome: David Patten, Chair</b></p> <ul style="list-style-type: none"><li>• <b>Introductions and confirm those joining by telecom</b></li><li>• <b>Expectations of SPC Members</b></li><li>• <b>Engagement of Non-SPC Members</b></li><li>• <b>Contract with Paulien &amp; Asso.</b></li></ul>	<div style="text-align: center;"> P307126B.pdf</div> <p><b>Chair Patten welcomed everyone to the kick-off meeting of the Strategic Planning Committee. He gave all of the members present and those participating by phone an opportunity to introduce themselves.</b></p> <p><b>Chair Patten welcomed Frank Markley and Marty Mahler of Paulien &amp; Association to the meeting via telephone.</b></p>
<b>Agenda Item 2</b>	<b>Notes on Discussion</b>
<p><b><i>Process, Timeline and SPC Engagement: Pauline &amp; Associates</i></b></p>	<div style="text-align: center;"> CCRI SPC Kickoff March 11 REV.pdf</div> <p><b>Dr. Markley and Dr. Mahler provided Committee members with personal introductions.</b></p> <p><b>The consultants stepped through a slide bank and discussed the strategic planning process beginning with the on-campus visits on March 23 and 24<sup>th</sup>. They stressed that with transparency and inclusiveness from the Committee and the CCRI community, this plan will reflect the values of the CCRI Community.</b></p>

	<p>All SPC members were asked to get the word out and encourage other members of the CCRI community to participate and attend the open forums. Everyone was encouraged to speak freely, be open and objective, and think of the future of the college in its entirety, not just the area represented by the committee member.</p> <p>The Strategic Plan should reflect what the future options for the college might be and align the strengths of the college with financial resources, environmental scanning, as well as internal and external factors.</p> <p>Paulien &amp; Associates will work to synthesize the information gathered and will also present information on occupational needs, where we are now and where the gaps are.</p> <p>Draft plans will be made available on the CCRI Strategic Planning Website.</p>
<b>Agenda Item 3</b>	<b>Notes on Discussion</b>
<p><b><i>Future Meetings:</i></b></p> <ul style="list-style-type: none"> <li>• Fridays at 2 p.m. (proposal)</li> <li>• Next Meeting</li> <li>• Open Fora</li> </ul>	<p>Chair Patten proposed the Committee meet on Friday's at 2 p.m. The next meeting date will be confirmed by Chair Patten. Dates for the Open Forums were announced as March 23<sup>rd</sup> and 24<sup>th</sup>, 2017 (the Open Forum at the Knight Campus will be held on March 24<sup>th</sup>). All non-members of the</p>

	Committee will be given an opportunity to address the Committee during an “open forum” session which will be offered at all future meetings.
<b>Agenda Item 4</b>	<b>Notes on Discussion</b>
<b><i>Adjournment</i></b>	Chair Patten asked that members go back to their departments, get ideas, suggestions, etc. and bring these back to the Committee for future meetings.

**Meeting Action Items**

<b>Action</b>	<b>Assigned To</b>	<b>Deadline</b>
<i>Posting the minutes electronically</i>	<i>Secretary</i>	<i>7 business days after conclusion of meeting</i>

**Decisions Made**

*(Document any decisions made during the meeting)*

<b>Decision 1</b>	
<b>Agenda Item 1</b>	
<b>Decision 2</b>	
<b>Agenda Item 2</b>	

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**Meeting End**

<b>Meeting Schedule End:</b>	<b>2:00 PM</b>
<b>Meeting Actual End:</b>	<b>1:55 PM</b>
<b>Next Meeting Date:</b>	<b>t/b/d</b>
<b>Next Meeting Time:</b>	<b>t/b/d</b>
<b>Next Meeting Location:</b>	<b>t/b/d</b>