



**Academic Master Plan Meeting
February 26, 2014
2:30-3:30**

MINUTES

PRESENT:

Kelly Circle, Mike Coste, Linda Crook, Brenda Forland, Janet Gonzales, Tim Griffin, Andrew Johnston, Nicole Lacroix, Barb Maher, Bill McGreevy, Rick Reeves, Bob Rizzuto, Debby Sylvester, Peter Titus

The committee welcomed Brenda Forland. Brenda is a new full time Math instructor. Welcome Brenda.

Bob started the meeting with a brief statement regarding the committee's purpose.

The discussion began with the RRCC Academic Master Plan Template Outline.

CCCS Modified Academic Master Plan Template Outline

- 1.0 Environmental Scan Information
 - A. External Information/Data of Current Status and Future Trends
 - B. Internal Feedback from Key Constituents & Stakeholders
- 2.0 Enrollment Management Strategies
 - A. Recruitment of New Student Populations
 - B. Retention of Current Students
- 3.0 Academic Master Plan Aligned to CDHE, System & College Strategic Plans & Priorities
- 4.0 Academic Master Plan Aligned to AQIP Action Projects
- 5.0 Integration of Academic Master Plan to Student Success Services and Administrative Services
- 6.0 Academic Division Goals and Department/Discipline/Program Goals
- 7.0 Key Instructional Processes and Practices

Discussion ideas:

- Starting with the Environmental Scan
- Using the Environment Scan is good starting spot, not for all programs but for most
- Stating goals up front
- Goals based on student learning needs
- What resources are needed
- What are other colleges doing
- Where are we exceptionally strong
- Developing a process for goal setting
- What are the department goals
 - o Based on environmental scan
- Plan
 - o Environmental Scan
 - o Enrollment Management
 - Division Goals
- What do see happening with your department in the next three years

During the discussion it was decided to split the plan into pieces and have various groups work on different pieces, some starting immediately other in a few weeks. Per Bob's email send on February 27th the Team Assignments are below:

Introduction

- Bob Rizzuto (Bob to begin now)
- AMP Group (AMP group will complete at the end of process)

Environmental Scan (begin now)

- Mike Coste
- Nicole LaCroix
- Debby Sylvester
- Andrew Johnston

Enrollment Management Plan (begin now)

- Bill McGreevy
- Linda Crook
- Barb Maher

Program Review (begin now)

- Janet Steinkamp
- Candace Garrod
- Peter Titus
- Nicole LaCroix

Staffing Pattern / Budget (hold until above items are complete)

- Bob Rizzuto

Strategic Priorities (begin now by creating outline and categories for goals; i.e. Student Success, Infrastructure, Program Review)

- Kelly Circle
- Rick Reeves
- Toni Nicholas
- Pamela Mencher

Crosswalk / AQUIP (begin now?)

- Tim Griffin

The next committee group meeting will be Wednesday, March 12th, 2:30-3:30 room TBA.