



To: Scott Rippy, Academic Senate President, CHC
John Stankas, Academic Senate President, SBVC
Grayling Eaton, Classified Senate President SBVC
Candace Leonard, Classified Senate President CHC
Robert Alexander, President, ASC, SBVC
Moises Valencia, President, ASC, CHC

From: Noelia Vela, Chancellor

Re: District Strategic Planning Committee Appointments

As you know, with the input of the District Assembly, we have finalized the composition of the District Strategic Planning Committee, which must begin its work as soon as possible. The Committee includes one faculty representative, one classified representative, and one student representative from each College, to be appointed by the respective Senate Presidents. It would be greatly appreciated if you make that appointment no later than Friday, October 23rd.

Before making the appointment, please consider the following information about the Committee, and feel free to share it with prospective appointees to help them decide whether they can serve on the committee. As you know there are other key planning committees meeting and we are trying to work around their schedules because in some cases the same people are on several committees. We want to share as much information as possible to assist people to make a decision. We hope there is interest to help inform and shape the direction for our colleges and district. While there is a designated committee membership, the meetings will be open so anyone can attend.

- The tentative charge of the Committee is to develop a District Strategic Plan that meets the following requirements:
 - Supports the Colleges' educational/strategic plans.
 - Incorporates the Board Imperatives.
 - Fully resolves the applicable portion of CHC evaluation team Recommendation 7 and SBVC evaluation team Recommendation 6 no later than August 24, 2010:
 - “The development of a formal and regularly evaluated district strategic plan that both acknowledges input and aligns with the college's educational plan and serves as a guide for planning at the college level.”
 - Provides for sufficient input from major constituency groups.
 - Balances strategic scope with measurable objectives/outcomes.

- The tentative meeting time—Fridays, 10 am to noon, after a three-hour Thursday kickoff meeting—has been chosen to minimize conflicts with existing committees. The tentative schedule through May 2010, which is designed to get us up and running as quickly as possible and to finish the academic year strongly, is as follows:

October 29, 2009*	December 18	February 26	April 23
	January 15, 2010	March 12	April 30
November 20	January 29	March 26	May 7
December 11	February 5	April 9	May 14

*This meeting is scheduled for 1:00 to 4:00 in the District PDC Room 104. The rest of the meetings are scheduled for 10 am to noon.

- Meeting locations will rotate among the District Office and the Colleges campuses.
- The term of service for Committee members is expected to be two years. Students may serve one or two years as their schedules permit.
- The time commitment expected of members will be four to six hours of Committee meetings per month during the academic year, plus preparation and subcommittee work as needed, for a total of perhaps 10-12 hours per month.

We look forward to rich discussions that will help shape our future. We will post the Committee roster and meeting information on the District Strategic Planning website.

If you have any questions, please do not hesitate to send them to me. Thank you very much for your prompt assistance in this important matter.

Cc: Matthew Lee, Accreditation Consultant