

PLANNING AND POLICY COMMITTEE
Seibert Conference Room
Belleville Campus
July 9, 2012
6:00 p.m.

Committee members present:	Kenneth R. Joseph, Chairman Nick J. Mance Robert G. Morton
Trustees present:	Richard Roehrkasse Eugene Verdu
Administrators present:	Clay Baitman H. O. Brownback Staci Clayborne Mark Eichenlaub, Ed.D. James Riha, Ph.D. Bernie Ysursa Deb Massena
Attorney present:	Garrett Hoerner

CALL TO ORDER

Mr. Joseph called the meeting to order at 5:58 p.m. and announced a quorum.

APPROVAL OF MINUTES

Mr. Mance moved, seconded by Mr. Morton, to approve the minutes of the June 11, 2012 meeting as submitted. The motion carried.

STRATEGIC PLAN/AQIP PROCESS REPORT

Vice President Brownback provided the following report:

Environmental Scanning Report

Staff has been producing this report for approximately ten years. Mr. Brownback stated he is extraordinarily proud of this document, which compares to four-year institutions including the University of Illinois. He knows of no other community college that utilizes in-house talent to do such an undertaking as this.

A primary goal of the annual Environmental Scanning Report is to “test” the continuing viability and relevance of the college’s Strategic Priorities. The current strategic plan has six key priorities that drive the strategic and tactical plans:

1. Develop a diverse learner centered college community that is accountable for its mission, that embraces the assessment of learning outcomes, and that focuses on institutional quality improvement.
2. Engage, partner and collaborate with communities and educational institutions.
3. Increase the enrollment of the college and the retention of its students.
4. Develop collaborative processes that support technology, that promote effective business practices, and that align resources within the strategic plan.
5. Develop systems, practices, and communication strategies that demonstrate the high value given to the people who comprise the college.
6. Develop collaborative practices and curricula that promote and implement sustainability and position the college as a regional model.

Additional highlights of the Environmental Scanning Report include:

Future long-term enrollment growth should be within the range of 1% to 2% annually.

The 2008/2010 recession continues to have a dampening effect on population growth as residential construction and employment growth have halted.

The short-term revenue projections (next five years) will likely entail small increases in local property tax revenue attributable to very small increases in equalized assessed property valuations, increased tuition/fee rates per credit hour attributable to SWIC's need to meet the 85% of average Illinois rates, and continued uncertainty in state funding attributable to the overall financial difficulties of Illinois state government.

Three trends that could prove to be opportunities for SWIC are the "Green/Sustainability Movement", the renewed emphasis on higher education for veterans, and the emerging market of the "Plus 50" generation.

The emergence of new social networking trends is resulting in new marketing tactics, challenges and opportunities.

The expiration of exemptions to the SURS 6% rule in July 2011 could result in additional expenditures to SWIC. Other lapsed retirement reforms may also add to the college expenditures.

The apparent success of the national and regional for-profit proprietary higher education institutions represents a significant competitive force, despite federal reform efforts.

SWIC is prepared to accept its challenges and meet its goals.

Mr. Mance moved, seconded by Mr. Morton, to recommend the Board of Trustees adopt the April, 2012 Environmental Scanning Report for FY 2013. The motion carried. (This item will appear on the consent agenda.)

ICCB Recognition

The Recognition Task Force has produced a 50-page self-study and provided it to ICCB ahead of the deadline. The study examined SWIC's compliance with ICCB Rules and Illinois' governing statutes and found the college is highly compliant. ICCB representatives will be on campus within the next six months to complete the Recognition process.

AQIP Action Projects

Several members of the AQIP Steering Committee met with President's Staff on June 18 to review the process through which the issues documented on September 20, 2011 were evaluated. All 11 projects were considered to have high value, but staff identified the three that were considered the most urgent and the most achievable given all constraints and circumstances. The Strategic Planning Council next reviewed and approved the three proposed projects and recommended their adoption by the Board of Trustees.

Each Action Project will be chaired by a senior staff member and will be researched for solutions. Projects do not begin with a concrete goal.

Mr. Mance moved, seconded by Mr. Morton, to recommend the Board of Trustees adopt the following AQIP Action Projects:

1. Improve Institutional Processes to Achieve Enhanced Student Retention
2. Infrastructure
3. Communication

The motion carried. (This item will appear on the consent agenda.)

INFORMATION TECHNOLOGY PROJECTS REPORT

Dr. Riha provided the following updates:

Completed bundles for Student Administration with new printable version of Advising Reports.

Project in Progress: Implementation of e-Procurement module in PeopleSoft. Initial project will focus on IT hardware and software purchases scheduled to go by August.

Started review and assessment of FY13 IT Tactical Plan projects.

Additional hardware was purchased to host the entire SharePoint/Business Intelligence development environment on separate hardware with more resources. Additional hardware purchased to improve production performance.

Met with wireless vendors, AT&T and Meru to discuss details of wireless offerings.

Researched and found options to use multiple internet providers and automate/improve failover, in response from having the internet outage with AT&T.

Upgraded 34 new or reimaged PCs to Win7.

OTHER COMMITTEE BUSINESS

Mr. Joseph inquired if the third floor safety concerns were being addressed. Dr. Riha reported the telephones had been reprogrammed with a special button that goes directly to Public Safety.

NEXT SCHEDULED MEETING

The next scheduled meeting of the Planning and Policy Committee is Monday, August 6, 2012 at 6:00 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Mance, to adjourn the meeting at 6:20 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees