

KCKCC Academic Master Plan Task Force

Meeting Minutes

Thursday, October 31st, 2019

Location: Board Room

Time: 3:00 p.m. – 4:00 p.m.

Facilitators: Dean Wiggins and Dr. Mihir Co-Chairs of the AMP Task Force

Note Taker: Dean Wiggins

Attendees: Tyrun Flaherty, Amber Crum, Emily Morrow, Samantha Landau, Alicia Hooks, Jeff Sixta, Jason Sievers, James Krajewski, Polly Hawk, Jennifer Gieschen, Heaven Hanson, Mirhir Chand, Cleon Wiggins

Absent: Carrie Dimino, Jonathan Taylor, Cindy Scanlon

Call to Order: The meeting was called to order at 3:05. This was the first meeting of the Kansas City Kansas Community College Academic Master Plan Task Force (KCKCC AMP) and as such, there were no minutes to approve.

Activity:

#1 Dean Wiggins began the meeting by introducing himself and Dr. Mihir, then each member of the task force introduced themselves to the rest of the group. Dean Wiggins informed the group that the task force did not belong to him or to Dr. Mihir but it belonged to the college and it is expected that every member of the task force will have equal opportunity for input. Dean Wiggins also mentioned that it is expected every person would actively participate in the crafting of the master plan.

#2 Dean Wiggins explained the purpose of the task force and the goals. Among the items discussed were:

- a. What an academic master plan does and how it supports an institution's strategic plan
- b. How an academic master plan should define the mission of an institution academically and how it should help to guide decisions, to include budgetary decisions.
- c. Dean Wiggins explained to the group how each area on campus influences the academic experience of all students and that was one of the reasons why the task force needed to have representation from all areas on campus.

#3 Dean Wiggins introduced two short videos in an effort to help make the connection between a strategic plan and an academic master plan. The group watched most of the first video entitled "Academic Strategic Planning" (<https://www.youtube.com/watch?v=tpsFjDPMTqQ>) produced by Vanderbilt University. The purpose of showing this video was to drive home the point that a successful endeavor such as creating a strategic plan or an academic master plan required input from the entire campus community. The second video shown is entitled "Division of Academic Affairs Initiates Academic Master Plan Process – Message from Sylvia Alva, President and Vice President for Academic Affairs" produced by PolyCentric University, Cal Poly Pomona (<http://polycentric.cpp.edu/2016/11/division-of-academic-affairs-initiates-academic-master-plan-process/>). The purpose of the video was to provide an

example of another college at the beginning stage of creating an academic master plan and to re-emphasize points made earlier in the meeting that the mission of the task force was not to prioritize programs, identify programs for elimination or sun setting, to tell instructors how to run their classes or department how to operate. The video served to reinforce Dean Wiggins' point that the academic master plan should serve as a vision for moving forward academically.

4. Dean Wiggins informed the group that the academic master plan should identify who we are as an institution and that the group has been given a unique opportunity to create something that will benefit the college and the community and liken it to a blank canvas. Dean Wiggins spoke of the need to hold listening sessions to get feedback from the campus community.

5. Dr. Mihir discussed the need and importance of using data in the creation of the plan. Dr. Mihir reminded the group that they could use ideas from the four academic master plans he had previously forwarded to each member or come-up with ideas and suggestions taken from other academic master plans or ideas of their own.

6, Professor James (Jim) Krajewski asked how this committee would be different from other committees on campus and how would this committee not interfere with other committees. Dean Wiggins remarked that this was a great question because, as he explained, this is a task force, not a committee and that it is formed for a short period of time to accomplish a goal and that it is not created to interfere with any committee on campus.

7. Members were asked to review the documents Dr. Mihir sent to everyone prior to the next meeting and they were reminded that this meeting was simply to acquaint everyone with the purpose/mission of the task force and to introduce the members.

8. The meeting adjourned at 4:00 p.m.