

**Strategic Planning Committee  
Meeting Minutes**

**Date:** Thursday, August 14, 2025  
**Time:** 3 pm  
**Location:** Heritage Room  
**Facilitators:** Dr. Chris Barr

**In Attendance:** Dr. Weiss, Vice-President Hite, Dr. Burford, Division Chair Fitzgerald, Division Chair Cummins, Division Chair Boots, Dean York, Dean Mayfield, Exec. Director Wilson, Jessica Bayer, Damon Whitt, Kimberly Hambleton

**Absent:** Assoc. Dean Ben Ross

**Handouts:** Agenda  
Grant Request Approval Form

**General Purpose for Meeting:**

“Back to School” Meeting for the start of the Fall semester. Welcome new members. Fall semester outlook. Review operational plans. Discuss new grant process and DERA dashboard.

**Meeting Notes/Tasks Accomplished:**

Dr. Barr - Welcomed everyone back for the fall semester and new members to the committee.

President’s Message

Dr. Weiss - Welcomed everyone back to campus. Operational plans for 2025-26 are looking really good. Commended everyone on their submissions.

Sub-Committee Updates

Dr. Barr - IRB - We have nothing to report.

Dr. Burford - SEM has been printed and looks great. Whitt created a dashboard with the information. Suggested next time it be shown to the committee.

Whitt - Dashboard is available on Teams to access.

Non-Action Items

Dr. Barr - New Members - Assoc. Dean Ross is brand new to the committee. Another who has been on the committee in the past – Exec. Director Wilson.

Fall Enrollment Outlook - The college is probably right where we need to be, plus or minus a few students. Current numbers do not include dual enrollment.

Dr. Burford - Prediction is ahead on credit hours, maybe not on head count, but that's the trend. Fewer students are taking more credit hours.

Dr. Barr - Goal is 1400 students and 10,000 credit hours and it looks like will be there.

Dr. Weiss - Workforce training will add to that number as well. The college is still behind on state funding, but does receive the small college grant and equalization. Still need credit hours.

Whitt - Asked if GED credit hours help.

Dr. Weiss - Replied it helps with equalization.

Dr. Barr - Presented a PowerPoint on enrollment and characteristic findings. 61% of our revenue is from the government. 34% comes from tuition. Of that, 20% is from scholarship students and 15% is private pay. So, when you combine the 34% of total revenue to the 65% of the tuition, it's about 70% of all of our funding comes from the government. I just wanted to bring that up a second time because when we talk, a 1% cut or 1% increase, that's really nothing. This year we were told that from the state that we're going to get a 2% increase. Well, 2% increase actually results in a loss for us. We would need a 4% increase from the state just to break even. To have flat funding.

Operational Plans 2025-26 – We have received 85 submissions so far. The plan can still be added to by using the JotForm link. Results for this year's plan will be due in April of 2026. The steering committee will review the submissions.

Last year's plan has been closed out.

New Grant Process – There is a new Grant Approval Request Form. This is already located on the Institutional Effectiveness webpage. Whoever wants to write a grant is in charge of completing the form entirely and following all the steps necessary for submission. After filling out the form, you are to e-mail it to your immediate supervisor. After review, your immediate supervisor is expected to send the form to the cabinet level administrator. The grant proposal request is placed on the cabinet agenda. It is your responsibility to ensure that it is placed on the cabinet agenda well within the time frame. Please make sure and include budget impact.

DERA Dashboard – The college has received a DERA (Developmental Education Reform Act) grant. As part of the grant, a committee of 7 people, staff and faculty will be formed. Whitt has worked all summer creating a dashboard. The dashboard will focus on scaling developmental education courses. This means figuring out ways to get students through Dev Ed and credit courses within the first year. The focus of this grant is Dev Ed math. We're going to use the dashboard to help narrow the scope

of Dev Ed, mainly Dev Ed. So again, if we reach out to you to help us with the committee.

Challenges and Assignments:

HLC Teams - We have put together a new HLC criterion team. You should have been notified already if you're on the team. We will be meeting soon on these because we have about three years to get this thing going, maybe 3 1/2 and it will require every day of those years to start collecting evidence. We're going to do it a little differently this time around.

Another meeting will be scheduled this fall. Date to be determined.

Meeting ended – 3:28 pm

Submitted by: Kimberly Hambleton