

Summer Strategic Plan Project Agenda
Thursday, September 14, 2017 12:00-1:30pm

Welcome, Introductions, & Lunch

12:00 – 12:15pm

- Introductions should include,
 - Department's activities/programs during summer 2017 (including enrollment, if possible)
 - Describe how your summer work reflects CC's Program, Place, People
 - Introduce how summer is viewed by your department and related staff/faculty/students

Review Current Strategic Plan and Updated Charge from President's Office

12:15 – 1:00pm

- Summer Work Related to Current Strategic Plan
 - Discuss current initiatives (and their successes/failures) related to existing strategic plan
 - Discuss existing plans your office expects to use summer for
 - What collaborations should be develop between groups gathered/ not gathered (e.g. FAC)
- Unpacking Guiding Questions
 - GQ1: How are you currently tying your work to the Strategic Plan or CC Mission?
 - GQ2: Discuss how to keep facilities engaged but ensure academic interests are driving refurbishments/renovations/etc.
 - GQ3: Are there policies/procedures preventing your office from developing in the summer months?
Are there audiences you are currently not serving? Or need more time to work with?
 - GQ4: Discuss pros/cons to all-campus committee. What would collaborative group look like? What would its charge be? What accountability and reporting structures would be recommended?

Initial Recommendation Brainstorming

1:00 – 1:15pm

- Consider existing academic initiatives: Are they student-centered? What aligns with current strategic plan but could be further developed with greater cross-campus collaboration?
 - How do we garner attention for these initiatives from higher education industry, CC community, COS community, national interest?
- Consider new academic initiatives: What are students in need of? What academic gaps/needs do we graduate students with? What is a new audience or new idea that your office would like to support in the summer months?
 - How does it align with the current strategic plan, CC's Program, Place, People, and/or broader concepts of innovation, interdisciplinarity, new skill development?

Recap, Questions, Next Steps

1:15 – 1:30pm

- Recap main points, discuss action items raised
- Proposed Next Steps
 - Follow-up meeting September 25th at 2pm
 - Draft recommendation expected Wednesday, Oct. 11th – review through Friday, Oct. 13th
 - Recommendations sent to President's Office – **Monday, October 16th**

Summer Strategic Plan Project Team:

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| • Jim Burke
Director of Summer Session | • Lisa Kosiewicz Doran
International Student Specialist |
| • Dr. Paul Buckley
Assistant Vice President / Director of the Butler Center | • Megan Nicklaus
Career Center Director |
| • Inger Bull
Director of International Programs | • Lisa Schwartz
Student Collaborative Research Program Coordinator |
| • Greg Capell
Senior Associate Athletics Director | • Gina Spiers
Assistant Director, Summer Music Festival |

Meeting Minutes – Sept. 14th First Meeting

What does each department do during the summer (not all-inclusive)?

Megan Nicklaus, Career Center Director	<ul style="list-style-type: none"> • Professional development and networking • Planning non-credit half block • Site visits for Tiger Trek trips • Full student services still available • Summer experience survey
Paul Buckley, Assistant Vice President, Director of the Butler Center	<ul style="list-style-type: none"> • Different, intense rhythm, • Planning and preparation • Lull from last week of may to mid/late June • July: beyond planning to engaging • Partnership with ResLife • Informal student mentoring • Staff retreat
Lisa Kosiewicz Doran, International Student Specialist	<ul style="list-style-type: none"> • Work with admitted international students, new exchange students, new international faculty and staff, most recent graduates and alumni working in U.S. and seeking authorization • Advising support • Global Scholars Program • International Student Orientation Program • Summer Housing Assistance Award Program • Summer storage service
Gina Spiers, Assistant Director of Summer Music Festival	<ul style="list-style-type: none"> • Mission: Bring cultural experiences to underserved people in the community • Patriot Program in Fort Carson, visits to retirement homes, etc. • Works with pre-professional music students and top faculty performers from around the country
Lisa Schwartz, Student Collaborative Research Program Coordinator	<ul style="list-style-type: none"> • SCORE programming, planning for symposium • Outreach, visiting with faculty and students • Creating larger access • Streamlining processes between departments • 2017: 134 students funded through CC • Raising awareness of unique pros of researching at liberal arts institution vs. R1 institution
Inger Bull, Director of International Programs	<ul style="list-style-type: none"> • 2017: 13 faculty led courses off campus, 159 students who earned credit • Both incoming and outgoing work

Key Words/Ideas:

- Summer is/should be:
 - **Active, reenergizing, wellness, collaboration, planning/preparation, refresh, vibrant**
- Ideas for collaboration:
 - Butler Center works with ResLife
 - Collaboration between Summer Session and the Summer Music Festival
 - Provision of volunteer opportunities
 - Collaboration between Pre-College Program and Student Collaborative Research Program
 - Raising awareness

Unpacking Charge of Group:

- **Guiding Question 2: How do we balance using the physical campus for programming while also allowing time for the refurbishment of buildings, classrooms, resident halls, and grounds? How does the timing of programs affect the college's ability to renovate and refurbish?**
 - Lisa Kosiewicz Doran: Is there some sort of conflict/tension going on with summer session/how we're using space on campus?
 - Conflict with balancing spaces?
 - How do we create opportunities with limited physical space?
- **Guiding Question 4: Given the expansive offerings of programs, and the numerous departments that utilize the campus in the summer and or are impacted by summer activities, what groups/individuals should be involved in the ongoing planning of summer each year? Should there be an all-campus committee or some other form of collaborative group that works together throughout the year to plan for and regularly evaluate the efficacy of summertime at CC?**
 - Jim Burke: What is this question getting at?
 - Maybe not think of **new and more** but **enhance and enlarge**
 - Not a mandate to add
 - Inger Bull: Campus has expansive vision, but they never staff for it
 - Nobody has big picture of disparate silos
 - **From a students' perspective, everything is so scattered**
 - **Cohesive website, putting everything visually in one place**
 - **Some entity is needed to balance extra needs of all these groups**
 - Paul Buckley: At minimum there needs to be a committee
 - Matter of **communication, not governance**
 - Doesn't have to be some outside entity
 - Productive for offices to be in communication and collaborate with one another
 - Lisa Schwartz: Let's create a sense of community during the summer
- **Inger Bull: Why does CC offer a summer session? Specifically the courses we offer**
 - Jim Burke: driven by student demand/expectations
 - Safety valve for student
 - Free unit to catch up
 - Lisa Schwartz: What's the balance with that population and students who come in with extra credit?
 - 36% of students don't use Wild Card
- **Paul Buckley: Who are the numbers? When are they using them? We need to identify who we are not supporting.**
 - **What is the priority of the summer?**
 - Can summer enhance the opportunity for the underrepresented?
 - **Diversity/access aspect of Strategic Plan**
 - Summer offerings that serve as access to higher education experience/CC specifically

- Strengthening connection with local community
- **How can we improve the wild card?**
 - Better advising? How do students plan for the future?
 - What kinds of courses are offered in the summer in terms of requirements?
 - What academic needs are not being supported?
 - We are open in the summer **to meet student needs**
 - Use of wild cards effectively
 - **Priority is the students**
- **Jim Burke: Why are we on this committee?**
 - Megan Nicklaus: Internships
 - Gina Spiers: Community engagement
 - Paul Buckley: to imagine new things, interest in broader topic of diversity and access
 - Lisa Schwartz: Building summer into something nationally recognized where students can do something at a liberal arts college
- **Do we want to build a nationally recognized summer program?**
 - Tension between **nationally recognized, enhance and enlarge, new and unique**
 - Jim Burke: Avenues for ways in which this goal is achieved can be refreshed
 - Lisa Schwartz: Marketing for admission, building the brand
- **Shared feelings by group:**
 - Summer should be the time to **refurbish/strengthen our physical campus but also to refresh for staff**
 - Not acknowledged very well
 - Our campus thinks about having all these breaks, but for some staff in particular they are not breaks
 - **Breaks are needed during summer, that is not currently happening**
 - Burning people out, dire consequences to entire year
- **For Next Meeting (time and date TBD):**
 - **Collect: Important demographics to collect for strategic planning: WHO ARE THE STUDENTS**
 - Race/Ethnicity, Domestic/International, Region, Gender, First Gen, PEL eligible, class year
 - Paul Buckley: staff meetings, internship program (starting in summer), student employment in summer
 - Lisa Kosiewicz Doran: opportunities for life outside of academics, driving lessons, internal professional development opportunities
 - Lisa Schwartz: updating wild card, 0.5 sort of adjunct that teaches skills like web design, flexible hours, enabling full time work, split over summer 1 and summer 2?