

**PINAL COUNTY COMMUNITY COLLEGE DISTRICT
CENTRAL ARIZONA COLLEGE
MINUTES OF GOVERNING BOARD RETREAT
Signal Peak Campus, Room T115
8470 N. Overfield Rd.
Coolidge, AZ 85128
July 27, 2017**

Board Members present: Dr. Debra Banks, Gladys Christensen, Rick Gibson, Dan Miller
Absent: Jack Yarrington

Staff present: Dr. Jackie, Elliott, President/CEO
Brandi Clark, Vice President Human Resources
Chris Wodka, Vice President Business Affairs
Mary Lou Hernandez, Executive Assistant

I. Monitoring Reports

President Elliott presented suggestions providing reports to the Board using monitoring report data to align with the proposed changes to Policy 401. The Board provided input and suggestions for data elements they would like to see. These will be presented for first reading along with changes to Policy 401 at the August Governing Board meeting and for approval at the September Board meeting.

II. Charting CAC's Future Round 2 Results

Dr. Elliott shared the results from Charting CAC's Future Round 2 and how those results will be used in the strategic planning process. [Click here for results.](#)

III. Strategic Plan Next Steps

Dr. Elliott outlined the next steps in the strategic plan. The Strategic Planning Committee will begin their work in August developing the strategic plan for CAC. The next steps include:

- Identify stakeholder needs and expectations
- Conduct environmental scan and SWOT
- Conduct Mission, Vision, Values Review
- Gather priorities from Charting CAC's Future

- Determine stakeholder needs and expectations
- Validate/Revise Mission, Vision, Values
- Determine Strategic advantages/challenges
- Determine priorities from Charting CAC's Future
- Evaluate current performance

- Determine Strategic Goals

- Develop strategic objectives
- Develop short and long term strategic initiatives

- Board of Governor's approval
- Implement

IV. Mission, Vision, Values Review

The Board members conducted a mission, vision and values review and provided input for Dr. Elliott to take to the Strategic Planning Committee.

V. Vice-President's Updates

Dr. Elliott asked the Vice-Presidents to give an update on big initiatives they are working on in their areas. Brandi Clark, Vice President Human Resources reported that this fiscal year Human Resources will begin working on and developing Career advancement maps for all positions. This was one of the top strategies identified during CAC's Future. Other initiatives include:

- Enhancing employee engagement and professional development program opportunities
- Implementation of the new ERP HR module
- Redesign of Performance Evaluation System (Faculty & Staff) to align with the Strategic Plan

Chris Wodka, Vice President Business Affairs gave an update on fiscal year 2018 and beyond budgets, the ERP implementation and informed the Board that an update on the construction progress will be presented at the August 15th Governing Board meeting.

Dr. Elliott gave the following report for Vice President of Academic Affairs, Dr. Mary Kay Gilliland and Interim Vice President of Student Services, Jenni Cardenas in their absence:

Academic Affairs

- Academic Reorganization (in place as of July 1, 2017) off to a good start
- Launching exploration phase of Guided Pathways with Academic leadership
- Working on better "Academic mix" for CAC and for each of the campuses
- Enrollment management through improved scheduling (begun with Fall 2018, ongoing)
- Institutional Assessment – adding recent data plans for improvement as needed
- Many will be involved in the Systems Portfolio through Summer 2018

Student Services

- ERP Implementation for Student Services module
- Veteran's Center at the Signal Peak Campus
- One Stop at the Superstition Mountain Campus
- Health & Wellness Center Exploration – Signal Peak Campus
- Scholarship Allocation Study
- New website and content management system
- Partnership between Community Events and the Blackbox Foundation

VI. Review and Set Annual Board Goals

The Board's goals for 2016 were discussed. It was discussed that the Board conduct a review of ends statement at the next retreat. The Board asked that President Elliott continue to work on improving communication with the internal and external community.

VII. Board Self-Assessment

The Board members conducted a Board Self-Assessment that is completed yearly. The Board asked that President Elliott look at a different tool to conduct a Board self-assessment. The ranking on the form is the problem.

VIII. President's Evaluation

Governing Board members conducted the annual evaluation of the College President. Present were the Governing Board members and Dr. Elliott.