

*Estrella Mountain's 2nd Annual Leadership Council
Retreat On The Strategic Plan
August 9, 2001*

Facilitator's Agenda

I. Breakfast, Welcome and Introductions (8:00am – 8:45am)

Presentation:

Welcome by Dr. Lopez

Activities:

- Breakfast until 8:30 am
- During the breakfast all four CTL Screens will run a slide show using EMCC planning definitions and planning quotes. Uplifting background music will also be played.
- Ice Breaker: Snowball fight. (Anne Williams) Participants will be asked to identify their retreat expectations and the five most important things that happened at EMCC last year. After the fight, there will be round robin report back of the anonymous snowballs. Each participant will be asked to give just one of the items on the list.
- Responses will be recorded electronically and printed for those in attendance.

II. Retreat Objectives and Strategic Planning Overview (8:45am – 9:00am)

Presentation:

- Retreat objectives and review of the agenda: 5 minutes (Rene)
- Overview of strategic planning and recent developments: 5 minutes (will address the why of planning) (Clay)

III. Environmental Forces – What strategic issues face EMCC? (9:00am – 10:15am)

Presentation:

PowerPoint Show on Trends and EMCC Demographics: 10-minutes (Sandy Hill)

Activities:

- Animated West Valley Urban Explosion Slide playing on all four screens: (will kick off this subject area): 2 minutes (René)
- Game Show - “The Weakest Link” using Environmental Scanning Facts – Will use audio visual capabilities of the CTL: 20 minutes (Valerie Akuna)
- Wrap Up Brainstorm – Participants will identify the top 5 Strategic Issues Facing Estrella Mountain over the next decade (Ah ha! List): 15 minutes
Participants write down their “ah ha’s” (strategic issues) facing EMCC over the next five to ten years. The feedback will be collected via a round robin and an unduplicated list will be prioritize using an N/3. (Clay and Rene)

Break: 10:15am - 10:30am

IV. Strategic Plan Update Activity (10:30am – 11:45am)

Facilitators:

Time Keeper & Moderator (Rene), Planning and Charting our Future (Randy & Belinda), Growing and Expanding (Sandy & Vernia), Creating Partnerships (Clay & Nora), Investing in People (Ernie & Francie), Creating a Climate for Success (Nancy & Kevin), and Integrating Information Technology (Ronnie Elliot & Christina).

Activities

- **Rotating Focus Groups by Strategic Direction (10:30 – 11:45am)**
 - 6 facilitators (one for each Strategic Direction) will break out into separate areas in the CTL
 - Participants will visit 3 Strategic Directions (2 will be assigned and 1 will be selected by the participant– rotation will be on 20-minute intervals).
 - Focus Group participants will be asked to identify a personal connection to an Institutional Priority as an ice breaker
 - Links to Strategic Issues (identified earlier) and self-study findings will be recorded: 2 - minutes
 - Progress on 2000-2001 strategic goals will be presented with participants adding to the progress report: 3 minutes
 - Participants will identify and prioritize potential Strategic Goals for the next 2 years: 15 minutes
 - After rotations have completed - the groups will reconvene in CTL after a 5 -minute break

V. Lunch 11:45am – 12:30pm

Activities:

- Lunch: 30 - 45 minutes with music – E-Learning and Fine Arts Quotes will be running on the CTL screens with background music

VI. Strategic Plan Report Back 12:30pm – 1:15pm

Activity:

- Facilitators will summarize findings for each Strategic Direction
- Facilitators will complete their reports in 5 minutes or less for a total report back period of 30 minutes
- Additional feedback from the general audience will be collected after each 5-minute presentation (about 2- 3 minutes per group)
- CTL projection systems will be used to aid these reports

VII. Becoming Comprehensive – Two More Pieces to the Puzzle (1:15pm – 3:00pm)

A. Overview of Emerging Opportunities: 5 minutes

- Overview of emerging opportunities and the Fall 2001 task forces: 5-minutes (Dr. Lopez)

B. E-Learning Discussion: 45 minutes

Presentations & Discussion

- Dr. Lopez will contribute opening thoughts (5 minutes)
- Start with Leadership Council participating in a definition exercise: 5 minutes
- Presentation on E-Learning: 10 minutes (Roger & Rich)

The presentation will:

- Address broad concepts
 - Introduce continuum of WEB based instruction
 - Address myths of E-Learning
 - Provide context of the District's Role
 - Include a short video of e-learning examples at EMCC
 - Include a transition to the discussion
- Brainstorm of challenges and questions that the E-Learning Task Force should address (recorded electronically): 25 minutes

Break: 2:05pm - 3:30pm

**C. Performing Arts Center and Fine Arts Planning
Discussion: 45 minutes**

Presentation and Discussion:

- Dr. Lopez will contribute opening thoughts: 5 minutes
- Warm up Game activity: 5 minutes
- Presentation on Performing Arts Center and Fine Arts Planning: 10 minutes (Joyce M. Jackson)

The presentation will:

- Provide a status report on the MCCCD Performing Arts Center Building Program
 - Identify impact on EMCC's Fine Arts Planning
 - Review regional concerns and initiatives
 - Provide insight into different types of Performing arts centers (traditional to web theaters)
- Brainstorm of challenges and questions that the Performing Arts/Fine Arts Task Force should address: 25 minutes

VIII. Next Steps and Wrap-Up (3:00pm – 3:30pm)

Presentation:

- PowerPoint on next steps and how the Self-Study will impact future versions of the Strategic Plan: 15- minutes. (Clay)

Activities:

- What did you learn today and what still needs to be answered? (3 X 5 Cards) (Rene): 5 minutes
- Review of expectations from the ice-breaker activity (Clay): 5 minutes
- Plus/Delta (Rene): 5 minutes