

# Strategic Planning Committee Meeting

## Minutes

Tuesday, October 18, 2016

2:30 – 4:30

President's Conference Room 2H02

Members Present: R. Antoine, R. Brugna, D. Chirico, J. Choi, E. Davidson, W. Dinello, C. Haller, R. Harper, M. Keizs, N. Kinyatti, C. Lindow, P. Massimino, P. Meleties, O. Olapido, M. Osborne, I. Perez, F. Pritchard, R. Thomas.

Members Excused C. Gengler, C. Hsu.

Members Absent: V. Banrey, L. Beaton, L. Clark, S. Fearnley, N. Grosskopf, G. White, L. Yates.

Meeting Convened at 2:45

Item 1: President's Welcome postponed

Item 2: Osborne presented the finding from the group sessions conducted in February and April 2016. At these meetings, committee members formed groups of 3 – 4 people to discuss updating the activities under the five Strategic goals. The final report is attached (Attachment 1).

Item 3: Proposed Strategic Goal Activities and the PMP Goals, 2016-2017 (Attachment 2). Osborne presented the PMP 2016-2017 Goals. Three PMP goals were presented:

- Increase course offerings at the Masters' level and undergraduate level.
- Increase graduation and retention rates.
- Increase Revenue.

Activities and targets for accomplishing these goals are outlined in the document. Activities under each PMP goal are related to the York College Strategic Plan goals.

Item 4: Osborne proposed a new form for tracking accomplishments of the 2016-2017 Goals Activities. The form ties Strategic Planning goals to PMP goals, to activities for accomplishing the goal, to a time frame for accomplishing the activity, to responsible person(s), to specific deliverables, to outcome measure(s) of success, to the York mission statement, CUNY master plan, and outlines resources need to accomplish the goals. See Attachment 3 for an example of the new form.

Item 5: Update on the proposed changes in the MSCHE accreditation process. Osborne presented the changes to the accreditation process proposed by the Middle States Commission on Higher Education. Key highlights of the proposed changes are:

- Reduce the re-affirmation cycle from ten years to eight years,
- Eliminate the PRR, the mid-cycle report that occurred the fifth year after the institution's self-study.
- Enhancing the Annual Institutional Update: yearly required reporting of institutional viability in two areas:
  - "Student Achievement"
    - Three mandatory metrics on academic progress:
      - Retention rates
      - Graduation rates
      - Mean time to graduation
    - Two post institutional success metrics:
      - Loan default rate
      - Loan repayment rate
  - Financial Sustainability which include metrics on:
    - Thirteen data elements
      - Available Net Assets
      - % Cash + Investments/Total Operating Expenses
      - Debt Service/Op Expenses
      - Cash + Investments/Debt
      - Receivables/Tuition + Fees
      - Tuition Discount Ratio
      - [Op Revenue-Op Expense]/Total Revenue
      - Investment Funds/ Operating Budget
      - Change Available Net Assets/Total
      - Financial responsibility Composite Score
      - HCM Status Incl. Reason
      - "90/10" Revenue Percentage
      - Audit Qualifying Letter Type
    - Seven document uploads
      - Most Recent Audited Financials
      - IPEDS Finance Data
      - Title IV Compliance Audits
      - Catalog/URL
      - Most Recent USDE Composite Score

If Applicable

- Bond Rating for New Debt issued
- Financial Audit from Parent Corporation

Full presentation from the MSCHE can be found at  
<http://www.msche.org/documents/Fall2016TownHallSlidesRevised.pdf>

In addition to the MSCHE presentation, Osborne informed the membership of new legislation being proposed that has bearing on the changes to the accreditation process. The new legislation is entitled the Accreditation Reform and Enhanced Accountability Act of 2016.

A summary of the legislation can be found at  
[https://www.warren.senate.gov/?p=press\\_release&id=1249](https://www.warren.senate.gov/?p=press_release&id=1249)

The proposed legislation can be found at <https://www.govtrack.us/congress/bills/114/s3380/text>

Meeting adjourned at 4:35