

# Oakland Community College CASC Retreat - February 23, 2010

## PURPOSE STATEMENT

*(What is CASC's task during the retreat?)*

**Establish processes designed to develop efficiencies, reduce costs and ensure accountability**

### What strategies will the CASC use?

- Vision alignment
- Seeking buy-in
- Defining the process for "change"
- Collaboration
- Seeking input from other perspectives
- Connections
- Identifying strategies
- Continuous assessment
- Aligning against existing college mission, outcomes and objectives

## RULES OF ENGAGEMENT

*(What are the boundaries within which the Council will operate during the retreat?)*

- Remember: "What happens here stays here."
  - Find acceptable ways to share outside of the retreat
- Respect others, their comments and ideas
  - Maintain sensitivity to word choices
- Be open-minded
  - Honor honest talk
- Seek clarity
- Be objective/not personal
- Minimize assumptions
- Acknowledge individual contributions
- Be present: no cell phones, emails

### Parking Lot (Important questions to be addressed in the near future)

- What exactly is the College's vision? Who drives institutional success?
- What is the function of the CASC?
- How do we get people to understand the process of change? How do we deliver it?
- How do we get Academic Services to partner with CASC?

## ENVIRONMENTAL ASSESSMENT

Consider what assets exist in the campus community, as well as what issues might pose a challenge to the work of the College Administrative Services Council.

**Strengths**     *What supports a successful outcome relative to the Council's work?*

1. Priority/commitment of the CASC
2. Financial motivation – economy
3. Transparency
4. Right people involved
5. Shared vision/objectives
6. Planning in progress
7. Collective experience
8. Openness to challenges

**Areas to Improve**     *What issues might challenge successful outcomes?*

1. Communication
2. Accountability
3. College's inability to make decisions
  - a. lack of follow-through
  - b. established process needed
4. Territorialism
5. Politics
6. Lack of understanding of real problems
7. Distrust
8. Tendencies to avoid conflict
9. Self-limitation
10. Fear/resistance to change
11. Attitude: "Kill the messenger"

**Trends**      *Is there history or knowledge of future developments/conditions related to this Council's current task that might affect outcomes?*

1. External: Political climate
2. Millage
3. State budget cuts
4. College's inability to make decisions
5. Conflicting views of success
6. Declining property values
7. Students' changing needs
8. Board actions
9. Increasing enrollment

**PARTNERSHIPS**      *What additional partnerships might this Council need?*

1. Academic Council; Deans; Senate
2. Bargaining units
3. Chancellor's Cabinet
4. Board of Trustees
5. College Planning Council
6. Vendors (existing; private)
7. "Sister" educational institutions
8. External affairs: Marketing, Institutional Research, Foundation, Government Liaison, Workforce Development

## CASC TIMELINE

### 2010

February/March: Define CASC mission; identify strategies; communicate with community re: process

April: Launch committees; initiate research

August: Millage (8/4/11)

October: Present recommendations to Council; begin targeted community conversations

### 2011

January: Launch community-wide conversation

April: Present recommendations to Board

July: Initiate transformation

***Note: What other important events need to be added to CASC's Timeline?***