

San Bernardino Community College District – Educational Master Planning Project  
 San Bernardino Valley College (SBVC) – Kickoff Meeting with CBT  
 March 17, 1:00 - 2:30 PDT

Meeting Outcomes
◆ Build SBCCD – CBT relationship
◆ Hear President’s vision for SBVC, and Cabinet members’ priorities for next 3-5 years
◆ Familiarize everyone with the project (approach, phases, timeline, and work plan)
◆ Confirm data needs, surveys, listening sessions, and project deliverables
◆ Gain clarity on SBCCD’s integrated planning approach & terminology

### A G E N D A

- 1:00-1:20      Welcome by Interim President Scott Thayer  
 Introductions – Cabinet and EMPC members & CBT Team
- 1:20-1:30      Setting the Stage for the EMP Project  
 - President’s Vision for SBVC  
 - Current campus climate; COVID recovery update  
 - Integrated planning as a multi-college district: SBCCD and its colleges  
 - Status of SBCCD District Strategic Plan; Terminology
- 1:30-1:45      SBVC Cabinet members’ priorities for next 3-5 years (2 min per person)  
 Role clarification: EMPC and CBT  
 Role clarification: District & CBT Liaisons; College Lead; CBT Lead
- 1:45-2:00      Educational Master Planning (EMP) Project Overview & CBT Approach  
 - Transparency; engagement; communication  
 - Project Phases, Timeline, and Work Plan (see below chart)  
 - Project deliverables: SBVC & CHC EMPs; Alignment of District SP, EMPs, & DSO plan
- 2:00-2:20      Project Logistics; Focus for Rest of Spring 2022; Site Visits confirmed: 4/5-6 & 5/11-12  
 - Confirm Data Needs and Baselines  
 - Confirm survey timelines (college and Program Advisory Committees’ surveys)  
 - Confirm stakeholders and format for Listening Sessions (internal; external; students)
- 2:20-2:30      Q and A; Closing Remarks; Adjourn

Project Phases and Timelines			March Priorities
Pre-Planning	Kickoff Meetings (Data; District; Colleges)	Dec ‘21 – Mar ‘22	-> Complete vision, mission and values statements revisions
Phase I	Discovery Phase	Dec ‘21 – May ‘22	-> Complete lists of internal & external stakeholder groups for listening sessions
Phase II	Portfolio Development & Planning Assumptions	May – Sept ‘22	-> Develop April 5-6 site visit schedule
Phase III	Goal-Setting & Recommendations	Oct – Nov ‘22	-> Complete Program Advisory Committee Members Spreadsheet
Plan Completion	Board Approval	Dec 2022	