

**Strategic Planning and Institutional Research (SPIA)**  
**MINUTES**  
**November 13, 2018**

**1. Roll Call – 3:08**

Present:

Francisco Apodaca  
Amanda Tapia-Benavidez  
Nichole Collins  
Matthew Cordova  
Henrietta Maestas  
Donna Flores-Medina  
Amanda Ortiz  
Ricky Serna  
Raymond Varela

2. Approval of the agenda. First by Mr. Serna, second by Mrs. Collins and final by all
3. Approval of the June 20, 2018 minutes by all
4. Mr. Apodaca mentioned the stakeholder survey of sent out. It consisted of 6 questions. They all agreed the goals should target the principles.
5. Discussion of the draft document for the strategic plan revisions. Mapping strategic goals with the guiding principles was done (refer to the document draft). Some areas require rewording. It was also stated during discussion that the draft document included help from staff, faculty and students.
6. Mr. Serna mentioned the Board of Trustees will review the document during the retreat on the weekend of November 17, 2018.
7. The final draft will be completed on November 26, 2018. The final document will be adopted on December 11, 2018.

Next meeting November 30, 2018 at 1:00 PM

Meeting adjourned at 4:11 PM

