



March 22, 2019

Colleagues:

I would like to personally thank each and every one of you for your contributions and collaborative participation on laying the groundwork on a well-defined strategic plan as we continue to serve our students and community moving forward.

The annual Palo Alto College Strategic Planning Retreat is scheduled for **Friday, April 5, 2019, from noon to 4 p.m. in the Legacy Room (Ozuna 101)**. The afternoon will begin with a working lunch to recap on the Strategic Plan Development Feedback for Palo Alto College's 2019-2024 Strategic Plan.

As we continue collaborating on our strategic plan, the main agenda item for our upcoming retreat is to review our current mission statement: *"to inspire, empower, and educate our community for leadership and success."*

In preparation, please [complete a short survey](#) regarding our existing mission statement. We will review your survey feedback, gather input and recommendations, and continue toward building our final plan.

Below is a summary of the collaborative work done in our Strategic Plan Development and Feedback Process:

All College Conversation – Oct. 27, 2017

- Campus-wide discussion about progress on priorities established at All College

Conversation in 2012.

- Considered our progress on these issues and considered what major themes will be important in the next five years.

Affinity Sort Sessions – November and December 2017

- Volunteers help organize All College Conversation topics into broader categories for further consideration

Book of Proceedings – Jan. 9, 2018

College Leadership Team Meeting – Feb. 16, 2018

- Plan for Review - Strategic Plan Topics with Diagrammed Strategic Plan Handout

College Leadership Team Meetings – March 2, 2018 and March 23, 2018

- Strategic Planning: Current Strategic Plan Metrics, Refresher on Strategic Plan Process
- Strategic Planning Update: Environmental Scan and Affinity Sort Results

Strategic Planning Retreat – April 6, 2018

- Revisit our current strategic plan and develop a draft of Palo Alto College's next five-year strategic plan. Event for internal and external stakeholders to discuss topics and shape strategic directions, and goals for the next 5 years
- Deliverable: Results delivered to E Team and CLT

Retreat Follow-Up Sessions – July 11 and 12, 2018

- Event following up on the discussions from retreat. Narrowed conversation topics into a recommendation for strategic directions, strategies and goals.
- Results delivered to E Team

Fall Convocation – Aug. 23, 2018

- Status Update delivered in convocation presentation

Palo Alto College Engagement Day – Friday, Oct. 26, 2019

- Presentation on the collaborative strategic planning work
- Next steps of inviting Palo Alto College employees to participate in Action Planning Teams to offer input on the creation of action plans for each of the new strategies

Thank you for all you do for our community and for always keeping the needs of our students first. I look forward to continuing this journey with you.

In service and PAC proud,

Robert Garza, Ph.D.

President of Palo Alto College



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[Palo Alto College](#) | 1400 W. Villaret Blvd. - San Antonio TX 78224 | Tel: 210.486.3000 | [EOE Statement](#)