

February 9, 2008

**SUBJECT:** Invitation to Participate on the Committee to Update the  
College's Strategic Plan for 2008-2015

As a follow-up to our very successful 2006 Accreditation Self Study, we are inviting important community stakeholders to provide their insights and expertise as we update our Strategic Plan for 2008-2015. This planning process will run through the months of March, April and May, 2008. We view this an exciting opportunity to engage you in shaping future directions for the campus. This strategic planning process will also drive the updating of our Long Range Development Plan, "Kapi'olani Community College in 2020."

Robert Franco, Director of Planning and Grants Development, will guide and facilitate the process from March to May, 2008. Bob has followed recent developments in UH and UHCC Strategic planning for 2008-2015, and has a clear understanding of how that planning will influence the College.

Monthly planning meetings are set for 6-8 pm on the following evenings:

Wednesday March 12 \_\_\_\_  
Thursday March 13 \_\_\_\_

Wednesday April 8 \_\_\_\_  
Thursday April 9 \_\_\_\_

Wednesday May 7 \_\_\_\_  
Thursday May 8 \_\_\_\_

By February 25, please let Bob know ([bfranco@hawaii.edu](mailto:bfranco@hawaii.edu)) whether you'll be available to serve on the Committee and if so which of the evenings work best for your schedule. Each month, we'd like you to attend only one of these nights. When Bob gets your responses he'll forward additional information on the planning process and available web resources. To the extent possible, we want to encourage both face-to-face and online interaction, so please respond to Bob initially via his email.

I sincerely hope you'll have the time to make further contributions to the College's future development.

Sincerely,

Leon Richards, Chancellor

CC. Bob Franco