

To: Montgomery College Community

From: Stephen D. Cain, Chief of Staff/Chief Strategy Officer

Subject: Strategic Plan Refresh Process

Date: November 10, 2022

As announced in his memo yesterday, Dr. Jermaine F. Williams has asked me to organize the effort to refresh the College's strategic plan, *Montgomery College 2025*. I am aiming to form a broad-based committee with collegewide representation of students, faculty, staff, and administrators. If you are interested in serving, please indicate so by sending the following information to CollegeCouncil@montgomerycollege.edu by Thursday, November 17:

- Name
- Title
- Your primary campus or College location
- How long you have been at Montgomery College

Timeline

I expect that the first committee meeting will be held during the week of December 5. We will hold a strategic planning event for the entire College community during Professional Week in January and listening sessions throughout February. I would like the committee to have a final draft ready to present to the College community for comment before spring break next March. The committee's work should be complete by April.

Leadership

I am accepting nominations for committee leadership. If you would like to nominate a colleague or yourself, please contact me directly at Stephen.Cain@montgomerycollege.edu. The committee leadership, the four senior vice presidents, and I will compose the steering committee for this project.

Everyone Can Participate

Even if you are not on the committee, please engage in the process. There will be more communications on how you can do that. For now, I ask that you start with the end in mind—what do we hope Montgomery College will accomplish for our students and our community? What do our students need? What does our community need? How can we be the “agent of transformation” as Dr. Williams said? Refer to the four documents that Dr. Williams cited in his memo yesterday: his [inaugural address](#) the [Presidential Transition Advisory Committee report](#), the [Your Voice, Your MC employee survey](#), and the [Community College Survey of Student Engagement](#). The plan will be built on what our students and community need, and we will have specific measures to track our progress.

Thank you for your consideration. If you have any questions, please contact me at Stephen.Cain@montgomerycollege.edu.