



**Strategic Planning Committee
First Meeting
October 30, 2010**

Present:

Barbara Baumann
Alison Donta-Venman
John Grayson
Eileen Kraus
Ruby Maddox-Fisher
Mary Jo Maydew
Don O'Shea
Paula Pierce
Cynthia Reed
Mike Robinson
Jessica Sidman
Sally Sutherland
Peggy Wolff

Absent:

Steve Herman
Two students not yet selected

Guests:

Lynn Pasquerella
Marija Tesla

President Pasquerella thanked members of the Strategic Planning Committee for their willingness to serve. She encouraged a transparent process in which all members of the community can participate.

Members introduced themselves. Sally Sutherland discussed the planning process and the process of committee formation. The SGA is still selecting two students; the SGA President is present today on their behalf. The faculty representatives are present as guests pending formal approval at the November faculty meeting.

Alison Donta reported on the data collection process thus far. We have existing Institutional Research data, of which there is a great deal, and summaries of conversations to date with faculty, staff, and students.

The Committee discussed the planning process generally, the functions of this committee, the articulation of this committee with the smaller College Planning Committee in years 2 through 5 of the five-year planning cycle, and the outcomes we expect from our year of work. Committee members asked to consult institutional data, strategic plans from peer institutions, data on our financial condition, and information on the pressures facing higher education generally and our peer colleges specifically.

Committee members discussed and reached consensus on several organizational matters:

- Documents will be uploaded to the Committee's ella site. Any member can upload. Sally and Alison will keep the material organized in folders.
- Committee members will read as much of that material as possible for the next meeting.
- Each committee member will come to the next meeting with five or ten key points, topics, questions, or comments from their reading. Posting these on the site before the meeting will help the discussion.
- We will think beyond the five-year planning span when doing so is likely to be helpful in setting more immediate priorities. For example, we might have a ten-year or a twenty-year goal requiring an intermediate strategic goal for the next five years.
- We will meet at least once in November and at least once in December. We will aim for an all-day January retreat, and meetings every two to three weeks throughout the spring.
- As our work progresses, we may find it helpful and practical to break into smaller working groups to accomplish specific tasks.
- Some of the material we will read and discuss is not in the public domain. While the general topics of our discussion are not confidential, we must respect the right of offices and individuals to release, or not, their own material.
- Sally will work with Lynn on a formal charge to the Committee.
- Alison will send out requests for meeting times (via Doodle).