



Strategic Planning Steering Committee Minutes

Thursday, October 15, 2020

- Present: C Mills, H Roberts, R Grimes, J Cofer, L Sanford, C Denard, L Speelman, D Johnson, C Smith, C Ferland, S Pittman, M Stratton, M Pelton, N Graham
 - Regrets: S Allen, S Brooks, M Watson, B Newsome, S Kerr, O Odeh, M Delisa
- Introduction to Microsoft TEAMS- Strategic Planning Steering Committee – Holley Roberts
 - Discussion of the use of MS Teams, where files are kept, etc.
- Update on Revisions of Strategic Planning Steering Committee Procedures – Holley Roberts
 - On October 12, President Dorman approved the changes made during the September meeting
- Review of Champion Reports for FY19 and FY20– Chavonda Mills
 - Monday, October 12 was the deadline for reports. Some have not been submitted yet.
- Overview of Spreadsheet and Subcommittee Assignments
 - Discussion of the various spreadsheets found in Teams
 - SP FY19-reports directly from Taskstream (information only)
 - SP FY20-reports directly from Taskstream (information only)
 - FY19-FY20 Strategic Planning Report for Executive Cabinet (includes list of subcommittees and members (working document)
 - Chavonda and Holley will determine which sections do not need reports (marked as finished in previous years) and will share with the committee
- Subcommittee Tasks
 - Meet with Subcommittee and assign a point person
 - Subcommittees met in separate channels to discuss their goal
 - Using the spreadsheet provided in TEAMS – *FY19-FY20 Strategic Planning Report for Executive Cabinet*, address the following four areas related to the assigned goal: 1) Progress and Accomplishments; 2) Critical Issues or Concerns; 3) Recommendations for Changes; 4) Recommendations for new Action Items.
 - Complete spreadsheet and review by **Monday, November 16, 2020**