**Strategic Planning Steering Committee Meeting**

December 2, 2015

Atkinson 202

In attendance were Mark Pelton, Kyle Cullars, Sandy Gangstead, Dale Young, Bob Orr, Bill Doerr, Jan Clark, Chris Ferland, Veronica Womack, Jen Yearwood (standing in for Susan Allen), and Andy Lewter. Cara Smith of the Liberal Arts Renewal Project joined the meeting at approximately 9 a.m.

It was noted that Mark and Chris would be meeting with the webmaster later in the morning to design the strategic planning webpage. The group agreed that the webpage should include the following:

* Committee membership
* Charge
* Timeline
* Future scenarios and other resources
* Key points
* Possible survey for faculty/staff

The webpage will be hosted on the Academic Affairs webpage with a link from Institutional Research.

Mark shared the most current membership of the various strategic planning subcommittees.

The importance of communication with the campus was stressed. Mark noted that there would be updates to University Senate once each month and suggested that we also hold open forums for the campus. Dale asked Mark and Chris to take care of the University Senate meetings.

The committee discussed the draft charges for the subcommittees and a number of changes were made to the draft document. (The final version that was distributed to the subcommittee chairs is attached.)

The strategic planning timeline was discussed with the decision made to have a draft report ready to be presented to University Senate by April 8th and to the joint meeting of the Foundation and Alumni boards in June. This will necessitate that the subcommittees submit their reports to the Steering Committee by March 7. The goal will be to have the strategic plan approved by September 2016 so that the plan can be used during the FY2018 budget cycle.

Cara Smith of the Liberal Arts Renewal Project joined the meeting around 9 a.m. to provide a timeline of when that group anticipates having a product to share with Steering Committee, as well as to share their perceptions of the cross-over of their work with the existing strategic planning sub-committees. In general, it appears that the LARP timeline will see the development of a product sometime after the strategic planning report is due. It was suggested that LARP’s contribution to the strategic plan might be a goal that it will develop a distinctive liberal arts curriculum and define the expected characteristics of Georgia College graduates. It was suggested that members of LARP join appropriate strategic planning committees to facilitate communication and coordination between the groups. Cara Smith volunteered to join the Undergraduate Committee and will recruit others active in LARP to join other strategic planning committees as needed. Cara noted that her group is holding five town hall meetings with the first being held on January 7th.

The group agreed that a concise university vision statement should be developed, with the goal of keeping the vision to no more than one sentence in length.

Meetings for the next three months were discussed and scheduled for:

* + - January: 12th and 26th from 1:00-2:30 pm
    - February: 9th and 23rd from 1:00-2:30 pm
    - March: 10th and 22nd from 1:00-2:30 pm