**Strategic Planning Steering Committee Meeting**

April 19, 2016

Atkinson 202

The Strategic Planning Steering Committee met in Atkinson 202 on Tuesday, April 19, 2016. In attendance were Mark Pelton, Dale Young, Jan Clark, Andy Lewter, Sandy Gangstead, and Veronica Womack. Juawn Jackson, Chris Ferland, Bill Doerr, Bob Orr, Omar Odeh, and Susan Allen were not present. Danielle Hewette attended the meeting to take notes.

The meeting began with Mark Pelton stating that he had met with the President’s Cabinet earlier in the day to share the draft vision, mission, and value statements developed by the Steering Committee. Mark reported that the President and Cabinet seemed very pleased with the draft statements and offered no suggestions for changes. President Dorman asked Mark to express his appreciation to the Steering Committee for its good work in crafting the statements.

Mark also noted that the 13 subcommittee reports had been posted to the strategic planning web pages, and an announcement had been made via Front Page earlier in the day.

The next step in the review process will occur on Friday, April 22, when Mark will provide University Senate with an update on strategic planning and will present the draft vision, values, and mission. Once Senate has had an opportunity to see the draft statements, they will be posted on the strategic planning web pages and announced to the campus community via Front Page. It was noted that, while Front Page is now the official means of campus communication, not all faculty and staff regularly access it. A suggestion was made that an email announcement of the vision, values, and mission drafts be sent to the four deans with a request that they forward it to their faculty and staff.

It had been the steering committee’s hope to present the draft of the strategic plan to University Senate at the final Senate meeting of the academic year on April 22. However, due to the extensive work to develop the draft vision, values, and mission, that will not be possible. The steering committee will continue to work on the strategic plan draft over the summer in hopes of presenting it to Senate as early in the fall as possible. Jan Clark suggested that the draft be presented to RPIPC at its first meeting of the year, since strategic planning is in the purview of that committee. Another suggestion was made to present at the mock Senate meeting on August 9th, 2016. Dale suggested that he and Mark work together to develop the steps for communicating the draft strategic plan to the campus community and obtaining approval.

Next on the agenda was the discussion of the sub-committee goals and objectives. Dale Young asked the steering committee to return in two weeks with an idea of what goals should be included in the document. Dale also suggested that we maintain the same four work groups to discuss the goals.

Jan indicated that it would be helpful to review the most recent edition of the university’s Strategic Directions, the Quality Enhancement Plan, and the Diversity Action Plan. Mark Pelton noted that he also had a copy of the late 1990s strategic plan that was focused on implementing what was then the new liberal arts mission. He volunteered to send both the Strategic Directions and the 1990s strategic plan to the steering committee.

The next meeting is scheduled for May 3, 2016. At this meeting, the committee will further review the goals and make the decisions necessary to move forward with the process.