Strategic Planning Committee

Minutes

Data and Time : Friday, November 14, 2007, 3-5p.m.
Location : UC Cardinal Room

ATTENDEES PRESENT :
Kyle Carter, Michael Dougherty, Scott Higgins, Bradford Sims, Bil Stahl, Jason Coggins, Marilyn Chamberlin, and Melissa Wargo.

ABSENT:
Dianne Lynch, Raymond Barclay, Jed Tate, Marie Huff, Samantha Strazanac, Sam Miller, Jeanine Newman, and Zeta Smith

ANNOUNCEMENTS:
- Melissa distributed a revised budget calendar from Administration and Finance. This calendar has been approved by Executive Council. The revised calendar indicates that the SPC should provide an updated SWOT and draft Funding Priorities to the Executive Council by December 1, 2007. Melissa will provide an electronic copy of the calendar to all SPC members not in attendance today.
- Bil Stahl provided an update to the technology section of the External Scanning Report. Melissa distributed copies of the revised report to SPC members and will email a copy to all members not in attendance today.

DISCUSSION

Review SWOT Survey Results
Melissa distributed copies of the results of the SWOT Survey. The report summarized the importance ranking of items in each of the SWOT domains and the additional comments. Several folks noted that ranking the items, notably the Weaknesses, might not be the best way to present the SWOT. Rankings will continue to be used to help vet out items to include in the SWOT, but the final report submitted to Executive Council will not assign a rank.

Update of SWOT
Each domain of the SWOT was discussed and individual items were ranked and/or modified. Due to the many changes recommended it was decided that another survey would be distributed to committee members for a new round of feedback. Melissa and Ray will work to get the next survey out before Thanksgiving and provide a new report at the next meeting on November 30th. A final discussion of the SWOT will be held at the next meeting.

Funding Priorities
Time ran short and a detailed discussion of the Funding Priorities was not possible. Melissa indicated that she would include the Funding Priorities in the next round of the survey. Each member will consider the currency and relevance of the 2006-07 priorities and rank appropriately. Members will also have a chance to add any additional funding priorities.

Next Meeting
Friday, November 30, 3 – 5 p.m. Location: UC Catamount Room.