

**Strategic Planning Committee**

**Wednesday: November 29, 2017**

**2:30 – 3:05 in the Clocktower Conference Room**

**Strategic Planning Members (: indicates attendance)**

Cathleen Ferrick

Nicholas Gill (Chair)

Melinda Gilliam

Audrey Gup-Mathews

Paul Gurney

Brittany Heaward

Caitlin McGurty

Margaret “Peg” Wheeler

1. **Call to order and roll call**

* Meeting called to order at 2:30 p.m.
* Roll call is reflected in above attendance report.

2. **Approval of meeting notes from Meeting #7 (10/25/2017)**

* Approved with the change in section 6.1 paragraph 2 of Amendment to Amendment**s**.
* Motion to approve amended minutes made by Cathleen Ferrick and seconded by Caitlin McGurty.
* Amended minutes approved unanimously.

3. **Review and approval of agenda**

* Motion to approve agenda made by Peg Wheeler and seconded by Paul Gurney.
* Amended agenda approved unanimously.

4. **Updates**

* 1. **Branding the New Strategic Plan**
  + Nick open the discussion about the need to provide new branding to the strategic plan. Director of Marketing and Communications, Stacy Chilicki, and Graphic Designer, Kurt Simpson will provide three proofs to the Committee for their review. The Committee will hold an online vote once the proofs are available.

5. **Old Business**

* No old business.

6. **New Business**

6.1 **Updating the plan; when and where (D, A)**

* + Now that the Strategic Plan has been approved by the President, it is necessary to update the wording on all locations where our Whole Plan, Mission, Vision, or Core Values statements are posted. This includes physical postings on campus along with campus publications such as the Student Handbook, Faculty Handbook and Human Resources Employee Handbook, etc. In addition, the website and online/virtual links will need to be updated. The Committee Members will work on compiling a list of all the Mission and Vision Statements locations. Future discussions will include decisions on the plaque and style of the physical postings on campus.

6.2 **NEASC Standard 1: Review and plan for input.**

* + As part of the self–study in preparation for the College’s Fall 2019 10-year reaccreditation, committee members Nick Gill and Peg Wheeler are responsible for completion of Standard 1: Mission and Purposes. Nick requested that the SPC members review NEASC Standards 1.1 through 1.5. and email content ideas to himself and Peg. They will consolidate the ideas and the official wording will be prepared by Audrey Gup-Mathews.

7. **Announcements**

* Student representative Melinda Gilliam announced that this would be her last meeting as she will be graduating. The committee thanked her for her outstanding work and wished her well in her future endeavors.

8. **Public Comment**

* No public comments.

9. **Adjournment**

* Motion to adjourn made by Peg Wheeler and seconded by Caitlin McGurty.
* Motion approved unanimously at 3:05PM

Note: In keeping the College Council’s Agenda practices, agenda items are coded as follows: **A**= Action Item; **C**= Committee Report; **D**= Discussion; **I**= Information