



Strategic Planning Committee Minutes
Friday, November 7, 2014

In attendance: Marshall Reeves, Gayla Roberts, Jayson Larson, David Graem, Jerry King, Jeffrey Watson, David McAnally, Helen Reid, Colette Hilliard, Wendy Mays, Glendon Forgey, Sheila Jones, Kelly Driskell, Jay Kinzer, Mary Nicholson, Jean McSpadden, Janice Sutton, Mike Abbott, Blake Williamson, Jennifer Robertson, Kelley Townsend, and Tina Rummel.

Absent: Algia Allen, Michael Felty, Robert Lumpkins, Sam Hurley, and LuAnne Bourland

Discussion:

- Tina Rummel started the meeting at 9:35 AM and directed the committee's attention to the Overview of the 2011-2014 Strategic Plan that was given to them in their packet. She stated that prior to the meeting she had asked everyone to send in any comments and/or edits. She explained that items highlighted in "YELLOW" and "BLUE" were items that had changed or needed to be changed for the future plan. She stated that the consensus of everyone through email was that the plan was good and that the pieces of it should be broken down into sections to be reviewed and updated in carrying on with the new plan.
- Tina asked for the recommendation to take the 2011-2014 strategic plan and carry it over for review as a new plan. Dr. King made the recommendation and Kelly Driskell seconded it. Dr. King also recommended making the plan a 5 year plan instead of the 4 year plan that it is currently.
- Tina mentioned that the 2011-2014 Strategic Plan took about a year to come up Tina informed the committee that Chris Daley sent another email out with about 71 outstanding plans dating back to FY12. The importance of getting the Administrative Outcomes and Learning Outcomes completed in a timely manner and closed out on time was made.
- Tina informed the committee that she, Dr. King, Wendy Mays and David met and discussed reviewing sections of the plan and thought sections 1-5 were sections needing to be evaluated and a direction determined.
- Tina asked for a volunteer to chair a sub-committee for section 1: Mission, Values, and Statement of Purpose. She mentioned the AE board local policy and how its goals aren't reflected in the plan and was probably an oversight but needed to be reviewed and updated.
- Dr. King volunteered as the chair for Section 1 and asked for a timeline.
- Tina gave the timeline of early February for the sub-committees to have their evaluations of assigned sections of the plan done, February 15th for the sub-committee recommendations to be submitted to her, the next Strategic Planning Committee meeting February 27th to discuss all of the changes, March 20th to finalize plan, and hopefully have Board approval in April.
- Dr. Kinzer volunteered to assist Dr. King with Section 1 along with Jean McSpadden, Kelly Driskell and Kelley Townsend.
- Tina asked for a volunteer to chair a sub-committee for Section 2: Core Curriculum and General Education Philosophy. No volunteers immediately spoke up, so Tina suggested Wendy Mays, and Wendy agreed. Marshall Reeves, Colette Hilliard and Sheila Jones volunteered to assist Wendy.
- Tina asked for a volunteer to chair a sub-committee for Section 3: TVCC Organizational Structure. She directed the committee to Appendix A on page 16 of their packet which lists the Strategic Planning Action Team. Jean McSpadden volunteered to chair this section and Wendy Mays volunteered to assist Jean.
- Marshall Reeves suggested naming the actual Administrative Outcome Plan in the structure instead of naming the title of the individual responsible.
- Section 5: Enhance Learning, Enhance the College and Enhance Community Life. Tina stated that these are the goals in the pyramid and underneath each goal are the action areas. She asked for someone to chair each goal area and to work with the committees of the action areas that fall under each.
- Dr. Kinzer volunteered to chair Student Engagement and Student Services. David McAnally volunteered to chair Workforce Success. Mike Abbott volunteered to chair Technology. Colette Hilliard volunteered to chair Academic Success. Dr. King volunteered to chair Learning Resources. Janice Sutton said she would assist Dr. King during her time remaining at the college. Kelly Driskell recommended Karla Bryan and Dr. Kinzer

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recommended the Cardinal Success Center staff. Jean McSpadden volunteered to chair Business, Finance, Facilities and Human Resources with the assistance of David Graem and Jennifer Robertson.

- Mike Abbott clarifies that not only are the sub-committees looking for accuracy but are making changes and updates also.
- The committee talked about the steps needed in the event that the goals for TVCC changes. Jennifer Robertson states that if the goals are changing then the action area committees need to wait for approval from the board before making any changes in their areas. Kelly Driskell suggests a much sooner deadline than previously discussed. Dr. King said he was unsure of obtaining board approval before January. Dr. Kinzer commented that the first 4 sections needed to be reviewed and updated first. Dr. King agreed with Dr. Kinzer. Kelly Driskell mentioned a meeting being set up in the event that major changes are needed or wanted and if not then everyone else could continue with their updates and changes.
- Jean McSpadden stated as a whole that she liked the overall structure, design, and organization of the pyramid but felt like it was missing a strategic strategy. Dr. Kinzer agreed with Jean's statement of adding a strategy or long term goal and questioned where it would fit in on the pyramid.
- The committee members discussed the topic of a vision or a long term goal. Dr. Forgey states that there are a lot of different definitions of a vision and his perception of a vision would be the ways of providing or continuing to provide different programs that would lead to growth and expansion. Resources affect the vision. Dr. King states that his sub-committee will look at a vision versus mission. Jennifer Robertson mentioned a vision being taken out last year because it was so closely related to the mission. Dr. Kinzer stated that when he thinks of mission it is what the college is doing now versus a vision which would be what the college wants to do in the future or long term. Marshall Reeves mentioned making another class of administrative outcomes focusing on the goals and what the college wants to happen in different program areas in 5 years out or 10 years out. Dr. King recommended that after SACSCOC visits in October 2016 he would like to go from a 1 year to a 2 year approach with the administrative outcomes.
- Dr. King clarified that the Mission and Goals sections of the plan will go before the board in January and that the Action Areas revisions will go forth with their revisions in the meantime.
- Helen Reid asked if there was any type of data to show what has been met for FY14 and Tina explained that since there were so many uncompleted AOs that at this time there wasn't.
- Tina asked for a volunteer to chair the sub-committee for Enhancing Community Life. Mary Nicholson volunteered for Development. Colette Hilliard volunteered for Outreach. Gayla Roberts volunteered for Community Service. Dr. Kinzer volunteered for Student Life.
- Dr. Forgey and Dr. Kinzer questioned Outreach and Student Life being under the goal of Community Life. Tina stated that Student Life referred to Community Life with community service and PTK. Jean recommends that the Section 1 sub-committee evaluate the action areas and make necessary changes or shifts that appropriately reflect the college today. Dr. Forgey and Dr. Kinzer recommend changing the names of Community Life and/or Student Life.
- Tina suggested keeping the timeline until Dr. King and his committee reviews their assigned area.
- Tina pointed out that the section concerning Uniform Recruitment and Retention Strategy has been done away with. Colette Hilliard also commented that the states Closing the Gaps targets were ending as well, and that the states focus was on House Bill 5 and that some of those action items may be internal instead of external in the future.
- Kelly Driskell stated that she appreciated the effort and work from the members that were a part of the previous plan and the committee members agreed with her.
- Tina stated that was all that was on the agenda and adjourned the meeting at 10:25 AM