ATTENDEES: Rachel Abbott, Talisha Adams, Bryce Benton (SGA), Sandra Daniel, Leisa Easom, Royce Hackett, Ru Story-Huffman, Cody King, Kelly McCoy, Brian Parkinson, Charles Patterson, Boris Peltzverger, Angela Smith, Stephen Snyder, Helen Tate

Dissemination of information will be handled in a number of ways:

1) Town Hall Meeting
2) Open Forums
3) D2L
4) Focus Groups

Dr. Patterson shared a diagram of the Strategic Plan model, along with examples of themes, objectives, strategies and programs to help clarify the needs moving forward.

Discussion regarding whether or not to release entire listing of objectives, strategies, programs and activities to everyone for feedback and additions/omissions, or to release overarching themes and allow feedback from faculty/staff (in an effort to keep from stifling creative or innovative thought processes.

It was determined that a Town Hall Meeting would be held on Monday, February 29th which would include a primer (Strategic Planning 101), as well as, an opportunity to share with the faculty, staff and student leaders what the committee has worked on thus far.

This meeting would be followed up with a number of facilitated forums open to faculty, staff, and all students to provide an opportunity for them to build on the themes and to capture all feedback and input. Facilitators: Brian Adler, Kelly McCoy, Charles Patterson, Angela Smith and Helen Tate

This information will then be massaged and populated into D2L which will then be pushed out to all faculty, staff and students who will be asked for ranking and additional feedback.

Focus groups made up of students, alumni, community, stakeholders, faculty and staff will meet (summer would be better timeline for most groups; student voice would need tighter timeline – before finals, or would have to wait until fall semester.

There being no other business, the meeting was adjourned. The next event will be the Town Hall meeting on February 29 at 11:00am. The next regular meeting of the steering committee will be held on March 4 at 10:00 am.