

LYNCHBURG COLLEGE
Strategic Planning Team

Minutes of May 26, 2009 Meeting

PRESENT: Co-chairs Steve Bright and Julius Sigler, Debbie Driscoll, Leslie Hatfield, Dan Lang, Tim Laurent, Sally Selden, and Joe Turek

The April 28th meeting minutes were reviewed. Professor Delane Karalow, chair of the College Planning and Resources Committee, will be joining the group next year, but could not attend today.

The end of the year Strategic Plan Progress Report is now on the website. (Sally noted that the proposed Leadership Minor referenced in the report has received School support and will go through EPC in the fall.) The report was distributed at the May Board of Trustees meeting in a brief presentation by Julius, Steve and Debbie.

The group discussed the summary of the Presenter Feedback Survey and identified some areas for improvement in how we function. One would be to establish specific decision points for awarding any strategic funds and schedule presentations accordingly. We decided that December and April will be when we make funding recommendations for the 2009-10 year. Debbie will alert the likely presenters as to that schedule. However, Joe suggested that there may be other good ideas out there that should be encouraged to request funding to support Strategic Goals. The group felt that we should invite Deans and VPs to let people know of this opportunity and develop ideas within the organizational structures we have. Also, Joe suggested that presenters are provided with the discussion and prioritization criteria we established for reviewing such requests.

Discussion of the Presenter Feedback results led to the conclusion that our communication to the campus is weak and could be improved. A Communication Plan will be a topic for the first fall meeting.

- We decided to invite the Chair of the Staff Advisory Council to serve on the committee. Membership on the Strategic Planning Team is designed for expertise, not representativeness. Yet the group agreed it would benefit from the membership of the Staff Advisory Council chair. And that this would assist with expanded campus communication. Steve will alert Shirley Bates to include this role in the job description for that role.
- Dan Lang asked if it might be appropriate for the faculty chair to report to the faculty (on the Strategic Planning Team), perhaps during Committee Reports. Sally thought it would be possible to do so.
- Debbie will add a final report of recommended funding by the Strategic Planning Team this to the website. All funding recommendations were accepted by President Garren.
- We realized that each of us may not be informing people in our own areas as to the workings of the Strategic Planning Team and progress on the Strategic Plan. We have room for improvement there.
- We may need some way of directing people to the webpage where minutes and reports are posted.

Due dates for next year's progress reports are September 24, 2009, January 28, 2010 and April 23, 2010. Debbie notified the individuals taking leadership for Strategic Plan goals and priorities of these dates. Potential presenters were also asked to indicate a preference for the timing of their 2009-10 update presentation. However, we will bunch the funding requests so that they can be considered as a group according to the December and April recommendation points we established. Sally's MBA student report on the website research will be scheduled for August or September (the group had a conflict with today's meeting).

NEXT MEETING: Late summer, early fall – TBA.

Respectfully submitted, Debbie Driscoll