

LYNCHBURG COLLEGE  
Strategic Planning Team

Minutes of September 9, 2008, Kick-off Meeting

PRESENT:

Steve Bright, Co-chair	Ed DeClair	Leslie Hatfield	Ed Polloway
Julius Sigler, Co-chair	Rita Detwiler	Dan Lang	Jan Stennette
Linda Andrews	Debbie Driscoll	Tim Laurent	Jack Toms
Steve Arnold	Greg Eaton	Barry Lobb	Joe Turek
Matt Brandon	John Eccles	Bruce Mayer	Lisa Womack
Dawn Cloyd	President Garren	Denise McDonald	

Debbie Driscoll welcomed everyone to the Strategic Planning Team (SPT) kick-off meeting.

President Garren reported that the appointed co-chairs of the SPT are Julius Sigler and Steve Bright. Team members who were selected in consultation include Vice Presidents Ed Polloway and John Eccles, Professors Leslie Hatfield and Sally Selden, Deans Dan Lang and Joe Turek, and Associate Vice President Debbie Driscoll. President Garren then explained the rationale for the formation of the SPT and the charge to the group.

The SPT is charged with ensuring progress towards the accomplishment of the College's Strategic Plan and ensuring the link between planning and strategic funding by recommending the prioritization and allocation of funds identified for the Strategic Plan to the President. Designated Strategic Plan leaders will be given an opportunity to present plans and expected results at meetings of the SPT.

Next, Steve Bright explained the "4 Piles" concept of categorizing projects to help identify funding. The "4 Pile" categories are as follows:

- Pile 1: Operational – not strategic
- Pile 2: Strategic plan for specific area that would not require funding (i.e., ESCOs)
- Pile 3: Strategic and start-up funds needed (i.e., CNSC bridges)
- Pile 4: Strategic and ongoing (i.e., new positions) – more difficult because annualized funds required

Julius Sigler explained the process for completing the required Strategic Plan Data Templates. A template must be presented for each goal and strategic priority/objective related to the Strategic Plan. Dr. Sigler explained that presenters should be prepared to talk about why their proposed project is strategic, how they will determine its success, failure and impact of the results, how Lynchburg College will benefit if the project is successful, and the challenges involved in the implementation of the project. Presenters must submit materials electronically to Debbie Driscoll two weeks prior to their presentation. Steve Bright noted that this is an ongoing process and projects could extend beyond one budget cycle.

Julius Sigler reviewed the draft SPT presentation schedule for 2008-09. He added that the presentation schedule will be shared with the campus community and the meetings will be open to guests. There will be an opportunity for reflection at the end of each presentation for those in attendance to ask questions, express concerns, etc.

Debbie Driscoll concluded by noting that the SPT meetings will be held every other Tuesday from 11 a.m. to 1 p.m. and will include lunch for the SPT. Guests will be encouraged to bring their own lunch.

There being no further business to discuss, the meeting was adjourned.

Respectfully submitted,  
Lisa Womack