

Strategic Planning Task Force Meeting
June 19, 2013

Participants: D. Allred, K. Arnoldsen, C. Avery, L. Barnhurst, M. Brown, J. Cox, M. Dodge, S. Golding, B. Gridley, M. Jenkins, S. Hill, D. Larsen, T. Lund, C. Mathie, M. Medley, S. Meredith, L. Smith, N. Visger and G. Wright.

Marvin welcomed the Task Force members and thanked them for their diligence in attending the meetings. He reminded the members to continue to forward him information on articles they may encounter that would be beneficial in the strategic planning process.

Steve Meredith suggested that the Task Force members make an effort to contact those at other institutions who may have gone through this process such as Miami Dade, Fort Lewis, etc. He has also contacted the former president of Dixie to determine his availability to visit with the Task Force on the transition from a 2-year to 4-year college. It was determined that members of the Task Force would reserve August 12th and 13th as possible dates for the visits. A final decision will be made based on their response to Steve's inquiry.

The Task Force then reviewed the definition of a program from Dickeson's book *Prioritizing Academic Programs and Services*, Chapter 4, Defining What Constitutes a Program, pgs. 53-58. In general a program is "any activity or collection of activities of the institution that consumes resources (dollars, people, space, equipment and time)." A proposed list of programs for Snow College was distributed for review. The list was broken down into budgetary groups under each administrator responsible for that area. The list of program areas under Miscellaneous Concepts and Cross-College Items (Prog # 91-95) section are suggestions as a result of a recent meeting of the vice presidents. This list is not mean to be all inclusive or complete. Departments should be encouraged to review and suggest possible additions or deletions.

The Task Force will need to reach a consensus on what constitutes a program for the purpose of this review before the evaluation tool can be finalized. The list of criterion and questions was reviewed and will be revised to eliminate redundancies and to simplify the process. Various criteria will be combined to keep any duplication to a minimum. Faculty members will be encouraged to complete the evaluation tool as completely as possible so that relevant information is obtained. The results of the recent SWOT analysis exercise will be provided to all departments to give them an idea of the direction Snow may be headed. Before the evaluation tool is finalized, one academic (math) and one administrative department (student services) volunteered to evaluate their programs using the tool developed. Following their review final changes will be made as required before other departments are contacted.

A discussion was held on the most effective and efficient way to proceed. It was determined that the timing of the strategic planning portion would be moved up to October followed by the program prioritization component completed by March 2014. Separating strategic planning from the program prioritization portion will make the process more efficient and meaningful.

Members of the various subcommittees updated the Task Force on the status of obtaining information from the stakeholders. A survey has been prepared and sent out to area high schools. As it is summer this survey will be resent in August to increase the anticipated return. A survey instrument has also been completed to be sent out to parents and should be mailed by the end of June.

The next meeting of the Strategic Planning Task Force is scheduled for **Friday, July 12, 2013 at 9:00 am in the Academy Room.**