

**Strategic Planning Task Force Meeting**  
**October 15, 2013**

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

Marvin welcomed the Task Force members and reported on the brown bag lunch meeting that was held in the Horseshoe Room of the GSC during lunch today. Although there were only four members of Snow College faculty and staff in attendance, in addition to Marvin, Melanie and one other member of the Task Force, they had a good discussion. The draft vision statement and list of goals were also reviewed with those attending the noon meeting. Melanie will incorporate their suggestions or changes.

Marvin and Melanie will be on the Richfield campus from 11:45 am until 12:45 pm tomorrow at a brown bag lunch meeting to allow Richfield employees an opportunity to review the vision statement and goals and to ask any questions they may have on the strategic planning process. Sue Ann will contact Zak Parker, student body president regarding a time for students to meet with Marvin and Melanie to provide their input as well.

The next item on the agenda was a review of the draft vision statement. Melanie incorporated the changes she has received from previous meetings and suggestions. The order of the third and fourth paragraphs will be switched and some minor rewording may be done before the final version is ready for publication and presentation at the Goals Conference.

A draft of the strategic themes and goals for the goals conference was reviewed. The purpose of the goals conference is to achieve general agreement on four or five strategic themes and their accompanying goals as agreed to and developed at the vision conference. There should be at least two goals for which action plans will be developed as well as the timeframe for completion, etc. Although the draft list now includes numbered goals, the list used at the goals conference will only have bulleted points so the participants are not swayed in prioritizing the goals.

General comments and suggestions to be included under each of the areas include the following:

- Incorporate communication, both intra and interdepartmental throughout
- Improving processes and procedures might also be included under Cost and Affordability
- Add implementation of the process under 2-year/4-year

- Incorporate recruitment efforts throughout all five strategic themes as much as possible
- Keep tuition and fees affordable to support recruitment, retention accessibility, etc. specifically under Cost and Affordability

Melanie will incorporate changes in the next draft prior to the October 22<sup>nd</sup> Task Force meeting.

Marvin then distributed the *Summary of Task Force Member Distribution of Points Weighting of Criteria for Snow College from June 2013* as well as the draft of the tool that the Task Force was working on in preparation for asking programs to performing a self-evaluation as part of the program prioritization piece of the strategic planning process. This project was put on hold while focus was directed toward the strategic plan for the College. Now that plan is nearing completion and it is time to refocus efforts on program prioritization.

Melanie asked the Task Force to review the information and be prepared to discuss at next week's meeting. Marvin will send out the information from last April which includes the blank worksheet and the 10 criterion for prioritization handout from the reference material we are using. Now that we have spent more time in this process, re-evaluate your thoughts on how you would weight each criterion and return the completed summary sheet to Marv. The tool to be used by each program for self-evaluation will need to be finalized quickly so that the process can be completed in a timely manner.

The next meeting of the Task Force will be Tuesday, October 22, 2013 in the Academy Conference Room from 3:00 pm to 5:00 pm. Videoconferencing will be available for those from Richfield who are unable to attend in Ephraim.