**Strategic Planning Committee Meeting Minutes**

**Friday, January 20th, 2023, 10:00 am- 4:00 pm**

**Prescott Valley Center PV40-214**

**Present:** Lauri Dreher, Patrick Burns, David Laurence, Tania Sheldahl, Heather Mulcaire, Michael Merica, Frank D’Angelo, Clay Christensen, Michael Pierce, Megan Crossfield, Ginney Bilbray, Richard Hernandez, Haley Green, Jeremy Poehnert, James Crocket, Tom Hughes, and Dr. Clint Ewell.

|  |  |
| --- | --- |
| **ITEM** | **ACTION** |
| Strategic Plan Review | 1. Tom conducted a review of the strategic plan.
 |
| Environmental Scan and YC Data Trends; Key Performance Indicators and Education/Reading Recap | 1. Tom provided a review of the Environmental Scan and key YC data trends that compared Fall 12 to Fall 22.
2. Key Performance Indicators (KPIs) were shared with the committee. The KPIs will be on the website by February 28th.
3. Tom presented overview of education and evidence gained from this year’s committee readings.
 |
| SWOT Exercise | 1. Committee participated in a group exercise to create a new Strengths, Weaknesses, Opportunities, and Threats the college faces.
2. Tom to compile SWOT and share with the committee members.
 |
| FY2024 Strategic Priorities | 1. Committee created six new FY24 strategic priorities based on evidence discovered during this year’s education activities.
2. Expand Health Science Programs
3. Integrate AI & VR into Programs
4. Grow competency based courses
5. Deliniation of roles and responsibilities in workforce offerings
6. Co-award non-credit and credit
7. Prepare for ERP Upgrade through college process review
8. Clint will take FY24 priorities to ELT for approval
 |
| Determine when initiatives/actions should be retired or changed | 1. Committee reviewed FY23 strategic priorities and decided which initiatives should be kept, marked as completed or operationalized, and actions that should be voided.
2. Status updates for FY23 strategic priorities will be complied by Tom and shared with the committee.
 |
| Next Steps | 1. Draft of FY24 Priorites to ELT by January 24
2. College-wide presentation February 15
3. Draft update of Strategic Plan by February 28
4. College Plans updated to align with top priorities
5. Create SPC video to share new FY24 priorities by April 30
 |