

Strategic Planning Committee  
Meeting Minutes  
Friday, May 11, 2012



**Team Members:**

**Present** - Mary Ellen Ashley, Bill Heineman, Chuck Phair, Dawna Perez, Judith Kamber, Terri Cargan, Magdalena Suarez-Shannon, Ellen Grondine, Beth Donovan and guests Dana Haggar, Joan Scionti, Ron Taber, & Jason Bohanan

**Absent** - Lane Glenn, Mary Chatigny, Tom Fallon, Janice Rogers, & Rachel Hellmann

**Goal Team Updates:**

**Goal Team 1** - Met on Mon, May 7<sup>th</sup>. Working on updating backfill plan for Dimitry building. Construction on El-Hefni building to begin soon. MEA will share this college wide once the date is released. Goal One updates are available on the team webpage. <http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-1-lawrence-campus-planning-team/>

*Next meeting scheduled for Tues, June 12<sup>th</sup> 12:00pm L244*

**Goal Team 2** - Met on Wed, April 25<sup>th</sup>. Working on grant proposal for more achieving the dream funding. Working on phasing out some sub teams such as math and tutoring and creating new sub teams such as culture and equity, reading and other gateway courses such as psychology.

*Next meeting scheduled for Wed, May 23, 2:00pm Library Art Space.*

**Goal Team 3** - Met on Mondays during the spring semester. Next meeting will report out on process management activities.

*Next meeting scheduled for Wed, June 6, 1:00pm TC103B*

**Goal Team 4** - Met on Tues, April 27<sup>th</sup>. Working on career prep and career planning in CSS and making sure all students have access to this course. Working on identifying how the new Merrimack fellow will best support the team's efforts.

*Next meeting scheduled for Tues, May 15, 9:00am L144*

**Goal Team 5** - Met on Thurs., April 19<sup>th</sup>. Completed end of year report for Center for Professional Development (CPD) & Center for Instructional Technology (CIT) end of year fiscal report. The report can be viewed on the goal 5 team webpage under committee reports. <http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-5-culture-of-learning/goal-5-committee-reports/>

*Next meeting scheduled for Thurs, May 31, 2:00pm B219*

**Steering Committee Task & Timeline Updates** - Ellen shared updated task and timeline. Goal team progress reports are due by 6/25/12.

**College Branding** - Ron Taber and the marketing team are working with an outside agency, Libretto, on creating an integrated marketing communication and branding plan. Initial efforts will begin with some upcoming focus groups. Information on the upcoming focus groups will be sent out via email.

NEXT STEPS:

- *Next meeting scheduled for Fri, June 8th 1:00-2:00pm SC213*
- *Ellen to distribute progress report layout to all members for review*
- *Spring progress reports due June 25, 2012*