

## IPC Special Meeting Minutes

February 17<sup>th</sup>, 2015

Members present: Bob Willson, Mary Van Auken, Nik Willson, Cheryl Vila, Stevenson Kotton, Ruth Abbott, Boni Sanchez, Terry Hazzard, Biuma Samson, (Dr Theresa via Skype) and William Reiher.

*The purpose of the special meeting was for the IPC to discuss with Dr. Theresa the 3-paged document "Strategic Planning Process" created by Dr. Theresa Feb 2015 and to agree on the way forward as well as develop some preliminary timelines on the process.*

The meeting was called to order at 2.00 pm.

Discussion:

### STRATEGIC PLANNING PROCESS DOCUMENT:

- a. Dr. Theresa explained that the strategic planning process document complements the process in our self study (they are parallel processes)
- b. The deadline for the fact-finding and pre-planning will be March 3<sup>rd</sup>, 2015
- c. Angie, Nering and William will be conducting SWOT analyses with the Admin units and student groups next week (23<sup>rd</sup> to 27<sup>th</sup> Feb)
- d. Don will get an outside facilitator for SWOT analyses with the faculty on in-service day March 3<sup>rd</sup>.
- e. IPC will look at the data collected from the SWOT and analyze these using a matrix to develop strategic activities.
- f. Dr. Theresa will be on Majuro March 5<sup>th</sup> and will be able to discuss the next steps in the strategic planning process.
- g. Deadline for the First Draft of the strategic plan set for end of May, 2015

Next meeting date: 25<sup>th</sup> Feb, 2015. Meeting adjourned at 3.05pm

Minutes submitted by William Reiher.

Approved by IPC April 8<sup>th</sup> 2015