

# **PVCC Strategic Planning Steering Team (SPST) Meeting 12/10/10**

## **Minutes**

### Members Present

Terry Adriance, Norma Chandler, Paul Golisch, Cinthya Ippoliti, Patti Marsh, Bob Metivier, Mary Lou Mosley, Doss Powell, Marianne Roccaforte, and Rick Vaughn

### Members Absent

Ken Clarke and John Nelson

### Meeting Summary

1. Terry and Mary Lou began by updating the group on the progress made by their sub-committee. They developed a SWOT analysis document (handed out) for use by the STICs. A January 21 meeting has been scheduled for the STICs to better understand their roles and expectations of SPST. March 24, April 8 and April 21 have been designated as possible dates for the STICs to report to SPST. Rick suggested an online form be created that aligns with the new APBA system. Paul agreed to work with Carol to get this developed. After reviewing the SWOT template, it was suggested that a customized version for each STIC be developed. The subcommittee will do so and will also develop a master calendar for all STIC presentations to SPST.

2. Norma explained that her subcommittee began their work by developing a glossary of terms before they started developing performance measures. She provided the group with a document and explained the content. Discussion centered around the format being a bit confusing and the definition of "professional." The subcommittee will meet again to include feedback received and to include measures developed for Black Mountain.

3. Next meeting will be Friday, January 14. Prior to the SPST meeting at 1 p.m., John Catapano will be doing an EOL session titled "The Arizona Economic Picture." All SPST members are encouraged to attend.

4. The schedule of SPST meetings are:

- Friday, Jan. 14 SPST 1:00 – 3:30 p.m., A122
- Thursday, Jan. 27 SPST 1:00 – 3:30 p.m., A122
- Friday, Feb. 11 SPST 1:00 – 3:30 p.m., A122
- Thursday, Feb. 24 SPST 1:00 – 3:30 p.m., A122
- Friday, Mar. 11 SPST 1:00 – 3:30 p.m., A122
- Thursday, Mar. 24 SPST 1:00 – 3:30 p.m., A122
- Friday, Apr. 8 SPST 1:00 – 3:30 p.m., A122
- Thursday, Apr. 21 SPST 1:00 – 3:30 p.m., A122

### Decisions Made

- Sub-committees will continue their work and report back to SPST.
- Online form for STICs needs to be created and needs to align with APBA system.

### Next Steps

1. SPST sub-committees will meet and then present updates in January.
2. Paul will explore feasibility of online form for STICs.

### Next Meeting

Friday, January 14, 2011 from 1:00 – 3:30 p.m. in A122.