**Strategic Planning Committee Meeting Minutes**

**Tuesday, September 6, 2022, 9 a.m.- 10:00 a.m., Zoom**

**Present:** Philip Reid, Tania Sheldahl, Lauri Dreher, Patrick Burns, David Laurence, Frank D’Angelo, Tom Hughes, Megan Crossfield, Clint Ewell, Diana Dowling, Mary Talosi, Michael Pierce.

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| **ITEM** | **ACTION** |
| Welcome and Introductions | Each member introduced themselves and briefly mentioned their job titles. |
| Overview of Planning Process and Timeline | Tom gave the group a short overview of the latest Strategic Plan and Charter. Tom will work on the reading list and draft schedule for the different Strategic Plans presentations. |
| Communication   1. Brochure 2. Website Update | * Brochure: please let Tom know if you would like a copy. * Website Update: Tom will work on updating the website. * Other channels to inform the college community about Strategic Plan and direction: provide committee updates on departmental meetings. |
| SPC Subcommittee   1. Mission 2. SWOT | * Two possible subcommittees: SWOT and Mission. |
| Mini HLC Visit Overview | Tom provided essential information associated with the HLC visit. He also asked the team to please read the Assurance argument and try to attend the open forum and meetings. |

Zoom meeting recording: <https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53bf20e0-37bf-4e94-93ab-af08011a2b43>