

**Team Name:** Strategic Planning Committee

**Team Sponsor:** Dr. Clint Ewell, Chief Operating Officer

**Team Chair(s):** Dr. Lauri L. Dreher, School of Business Associate Dean  
Ivonne Zuniga, Manager of Strategic Initiatives & Special Projects

**Team Purpose –** The SPC is charged with the annual update of the College’s 3 year rolling Strategic Plan, to ensure the College’s most valuable resources—our people-- are focused on activities that will make the largest positive impact on students and Yavapai County as we strive to fulfill our DGB Priorities.

### **Duration and Time Commitment**

- The team meets periodically throughout the year, and currently anticipates 2 x ½ day retreats, 3 x 90 minute information sharing meetings, and 4 quarterly 2 hour progress reports from the SLT on the status of the Strategic Initiatives.
- Members are expected to attend the retreats in person, and the balance of the meetings in person or via zoom.

### **Members**

- Committee membership is primarily role-based and is approved by the Executive Leadership Team.
- Committee members will serve a one-year term, but may be asked to serve in consecutive terms to provide continuity.
- Membership shall consist of representatives from the primary YC planning teams, key support departments, employee groups, and ad hoc members.
  - Dr. Lauri Dreher (Co-chair)
  - Ivonne Zuniga (Co-chair)
  - Dr. Clint Ewell (Sponsor)

#### Planning Teams

- Dean Holbrook (Academic Master Plan)
- Megan Crossfield (Accreditation Liaison Officer)
- Vincent Redgrave (Economic & Workforce Development Plan)
- James Crockett (Facilities Master Plan)
- Wendy Swartz (Financial Plan- Budget)
- Diana Dowling (Strategic Enrollment Management Plan)
- Tania Sheldahl (Strategic Enrollment Management Plan)
- Ryan Gray (Technology Plan)

#### Key Support Departments

- Jack Smith (Human Resources)
- Chris Minnick (Marketing)
- Dr. Michael Moghtader (Community Education)
- Dr. Richard Pierce (PTSS)

#### College Council

- Kitty Roberts (SGA Representative)
- Heather Knowles (YCSA Representative)
- Philip Reid (FA Representative)

### **Communication Plan**

- Team meetings; Agendas distributed 48 hours in advance; approved minutes posted on website within 8 days
- Monthly updates to Sponsor
- Monthly updates to YC Community
- Annual update to College Council
- Post Agendas, Minutes, KPI's, readings and videos on SPC website
- Annual Data Summits (Environmental Scan) with College stakeholders to share information & solicit feedback
- Annual written update of Strategic Plan

### **Deliverables for FY2025-6**

1. Review Mission, Vision, Values updating if needed.
2. Recommend updates to FY27-29 Goals & Strategic Initiatives and identify SLT Leader for each Initiative.
3. Improve the Objectives & Key Results template to better define timelines, resource requirements, and measurable outcomes. Guide SLT members to complete the forms consistently and use them at their monthly meetings to ensure timely progress is made and roadblocks removed.
4. Develop a Monitoring process which includes quarterly report-outs from SLT to SPC and ELT on the status of OKRs, focusing on those OKRs that need modification or are falling behind.
5. Develop a communication Plan to better inform and engage with the College community as to the Strategic Plan. Please include what is being learned (Internal & External information), proposed Initiatives and OKRs. Please solicit input into the Strategic Planning process from the college community through participation in What is Next committee and other means. At a minimum, the communication plan must include an intranet site and a year-end report documenting progress on the current Strategic Plan as well as the data and rationale for new Initiatives.