

**Minutes**  
**Strategic Planning Session**  
**Auditorium**  
**B&O Building**  
**September 11, 2015**  
**9:00 am**

**Attendees**

Dr. Vicki Riley, Janet Fike, Bob DeFrancis, Steve Lippiello, Larry Tackett, Dr. David Shahan, Rana Spurlock, Stephanie Kappel, CJ Farnsworth, Chris Corbin, Ina Robinson, Lisa Soly, Tami Becker, Shannon Payton, Jeremy Doolin, Melanie Baker, Becky Yesenczki, Linda Mason, Darryl Clausell, Tiffany Palmer, Michele Watson, and Scott Owen

**Excused**

Dr. Carry DeAtley, Peggy Carmichael, Hope Coffield, Kelly Dlesk, Dr. Pam Sharma

Dr. Riley welcomed everyone to the kick off strategic planning meeting. She overviewed the CTCS Master Plan – Fulfilling the Vision: 2015 – 2020 and the tentative timeline for the process. The plan is to have five to six meetings and use the master plan provided as the basis for our own institutional plan.

In January, we can expand on it and make it more of an institutional plan including aligning it with the budget process. In January, the Board of Governors will approve the final version. We will also ask the EM Plan folks and Retention Plan folks to add as they see necessary since they both have been involved with implementing revised strategies that could tie into the institutional plan.

Dr. Riley stated that we are still waiting on baseline data from the state. After we receive this data from the state, Cabinet will use the data to set their own institutional goals.

Ms. Spurlock spoke a little about the planning process the last time this was done in 2011 that she facilitated. The group then reviewed the current mission and vision statement. Mr. DeFrancis will tweak what seemed to be the consensus of the group for mission and vision. At the next meeting, we will review it and approve.

The group went on to work on Goal 1 – Student Success – Improve the success of students by increasing college completion: 1.1 – Increase the number of West Virginians with a college credential. There were several action items given for this and accountable administrators assigned.

At the next meeting, we will discuss the next steps.