Strategic Operations Team – Minutes
January 31, 2012
2:00 a.m., Barge 412

Attendees: Kandee Cleary, John Swiney, Tracy Pellett, Carmen Rahm, Connie Lambert, Kirk Johnson, Patricia Cutright, Ed Day, Ethan Bergman, Amy Zukowski, Marji Morgan

Absent: Bill Vertrees, Dennis Defa, Michael Launius, Wayne Quirk, Linda Schactler, Roy Savoian

1) Timeline
   a. Ed and Tracy presented the group with a timeline handout.

2) Core Theme 5
   a. The theme and associated changes was presented by Carmen Rahm. A motion was made by Connie Lambert to approve Core Theme 5. Marji Morgan seconded. All were in favor and the motion passed.

3) Objective Outcome Indicator
   a. Review/Approval
      i. Tracy provided the group with a template table (i.e., grid) to assist theme sub teams in strategic planning and evaluation system process.
      ii. A motion was made by John Swiney to approve the template. Connie Lambert seconded. All were in favor and the motion passed.
      iii. A unit level grid was also provided for consideration and use for departments, colleges, etc.
      iv. Action: The electronic copy of the template will be emailed to the group.
   b. Explanation
      i. Sub teams will fill in expected performance level for each indicator within the grid.
      ii. Strategic goals can fit in other sections but sub teams do not need to stretch to fit under each section.
      iii. Action: The electronic copies of the outline, grid, and blank unit template will be emailed to the group.

4) Templates
   a. Sub team chairs were provided with a comparison chart of what was approved by the BOT in July 2011 and what has been changed.
   b. Action: Sub team chairs will fill in explanation section and email back to Tracy by Tuesday, February 7, 2012.

The next Strategic Operations Team Meeting has not been set in order to give sub teams time to meet and complete the grid and template.