The group reviewed the Strategic Plan Matrix DRAFT, primarily focusing on things that were deferred.

Changes made to the 5/23/2014 version of the Strategic Plan Matrix DRAFT:

1.2.3  **Maintain Affordability of two-year education by reducing unmet need.**
Dropped as core theme. Funds used differently. Should decline, not grow. Redundancy with 5.3.4. **Seek funding for student scholarships, facility enhancement, and instructional activities to improve educational opportunities and learning environments for students. SPA agreed to remove.**

1.3.8  **Develop institutional active learning guidelines that connect program/course learning outcomes with student reflection on disciplinary concepts or problems.**
Discussed connection to Campus Compact, has changed over the years. No number of hours required unless connected to Campus Compact. Current strategy to develop guidelines? Developing or trying to engage? Could give examples. Many programs are considered service learning/active learning. Are we using campus compact definition or a definition as defined by our strategic plan? Montana has definition as a state. Strategic Plan doesn’t connect to a definition, mismatch between strategy and KPI. ASCR would have to define a course as being service learning. Discussed possibilities with existing programs. True service learning would be an enormous undertaking. Discussed if should be termed ‘active’ rather than ‘service’ learning. Active learning could expand in all areas of the institution. **Moved from 1.4.3. Develop institutional service learning guidelines that connect program/course learning outcomes and edited to replace ‘service’ with ‘active’ learning.**

1.5.4  **Improve students’ information literacy, a core aptitude for academic and workforce success.**
Identify where we are with the state in terms of outcomes for information literacy and the impact on the institution for development. Have outcomes been determined? Reference to standard we are using? SAILS no longer used. **Changed to In Progress. KPI edited to replace ‘SAILS (Standard Assessment of Information Literacy Skills)’ with ‘identified assessment measure’, remove ‘survey’ from cohort averages for benchmarks, and replace ‘surveys’ with ‘assessments’.**
3.2.3. Encourage faculty and staff to communicate with and participate in professional activities with local, state and regional partners/peers.
Revise KPI to include ‘share and formally recognize’ annual inventory of professional memberships and activities. Need a mechanism in place to trigger recognition. HR will inventory.

4.1.2. Identify and utilize student internships as a means to achieve successful outcomes for students, employers and organizations in the community.
Redundant to 1.3.1. SPA agreed to remove due to redundancy.

4.1.3. Solicit and develop partnerships with local businesses and organizations to provide support for mutual goals and objectives.
Too broad. Customized training and internships already addressed. Advisory councils elsewhere. Value in creating a database. Trying to (1) identify faculty liaison for each industry, (2) guidelines for advisory boards, and (3) document career services. Better to combine as an indicator rather than an objective, incorporate KPIs into other strategies. Already gathering and incorporating. SPA agreed to remove due to redundancy.

4.2.1. Establish and maintain program advisory councils subject to Helena College Policy 200.3 as the primary means to solicit employer input on curriculum.
Change status to In Progress.

4.3.2. Encourage faculty and staff participation in community organizations and events.
Discussed situations where may not be beneficial to campus. Discussed if should be reworded to reflect relation to work. Cannot require employees to engage. Something faculty can count towards tenure. Recruitment, retention, morale opportunities. Discussed tying to position, college, and goals. Connect back to educational mission of the institution. Some being done already due to Professional Development. Change status to In Progress. HR to establish and maintain inventory. Edit wording to read ‘relevant’ community organizations and events ‘that relate to the college mission’.

4.3.3. Establish and maintain positive partnerships with public K-12 education in our community.
Discussed inventory. Difficulty in having centralized. Areas of campus maintain contact. Remove first KPI.

4.3.4. Host events that provide intellectual, cultural, and social enrichment for the community.
Facility use somewhat tracked through Continuing Ed. Discussion of satisfaction surveys. All KPIs In Progress.

5.1.3. Develop effective programs and communications to educate and develop relationships with potential donors.
Last two bullet items are evolving issues.

5.3.3. Develop alumni database, communication plan, and programs to sustain involvement of graduates and target potential donors.
Change status to In Progress.

5.4.4. Develop partnerships that lead to high-quality comprehensive offerings, including programs in high-demand fields.
SPA agreed to remove due to redundancy with other strategies.
5.5.1. Encourage innovation and future-oriented planning to promote an institutional climate of dynamic growth and change.
ASCR change to curriculum manual. Perkins and TAACCCT, increase money over the years, targeting at innovative and emerging, Forms should include verbiage for innovation. Utilize convocation, faculty training days, and division meetings to share information. Change status for all three KPIs to In Progress.

6.2.1. Establish on-campus grant-writing resources.
First KPI fully deferred at this time. Academic Dean to commit to workshops for grant-writing expertise. Change second, third, and fourth KPIs to In Progress.

6.2.2. Develop endowment, annual, and planned gift funding for the College.
SPA agreed to remove due to redundancy with 5.3.2.

6.3.1. Provide necessary and appropriate support services for students, faculty, and staff at both campuses.
Move fourth KPI to top (Use results of student, faculty, and staff surveys to identify need and feasibility of resources and services for potential development at both campus locations.) Student Services weekly visits to AP for disability advising/services, financial aid. Need survey, feasibility needs to be included, applicability. Change KPI status to In Progress. Library kiosk at AP. Change KPI status to In Progress. Investigated need/feasibility of childcare. Legal requirements and limited space prevent the current structure from implementation. Unless renters removed, no houses would be suitable. Change KPI status to complete.

6.4.1. Establish a stronger presence in the community as a comprehensive two-year college.
SPA agreed to remove third KPI (Maintain an airplane for transportation and flight training). Discussed projects in fourth KPI. Definitive end date, project locations indicates ongoing. Not only trades. Edit to read ‘increase the number’ rather than ‘obtain more’, change ‘project locations’ to ‘projects’ and remove ‘the trades’.

The Strategic Plan Matrix will also be tied to the Governor’s Main Street Montana Project. Institutions are to identify what they are doing to accomplish. MUS task numbers will be assigned. Mike will assign core themes.