**Southwestern Community College**

**VISION 2017 Strategic Planning Steering Committee**

**Tuesday, November 29, 2011**

**Members Present:**

Scott Baker Rose Garrett Gene Norton Scott Sutton

Steve Baxley Sonja Haynes Barb Putman Don Tomas

Ronnie Beale Bob Holt Chuck Reece Julie Voorhees

Tony Belcher Dianne Lindgren Ryan Schwiebert Phil Weast

Thom Brooks Delos Monteith Ryan Sherby Wayne Sutton, IT

Cheryl Contino-Conner Mike Murray Kimi Stevens Sharon Grasty, Recorder

The Vision 2017 Strategic Planning Steering Committee met at 2:00 p.m. on Tuesday, November 29, 2011 in the Bradford Hall Conference Room.

Dr. Tomas called the meeting to order at 2:10 p.m. and welcomed the group.

Tony Belcher made a motion to approve the minutes of the October 18, 2011 meeting. Bob Holt seconded the motion which carried unanimously.

Reports were received from each of the five teams assigned to key constituent groups:

Internal (SCC) – *Delos Monteith*

The team identified nine classes to be the subjects of focus group sessions. The classes were a cross section representation of the SCC student body. Eight focus group sessions have been held and the ninth is scheduled for Wednesday, Nov. 30. Delos reviewed a summary of the focus group findings.

Government – *Ronnie Beale*

The team distributed surveys to elected officials, county managers, and department heads in Jackson, Macon and Swain counties. Eighteen responses were received back. The responses were compiled into a report and distributed to the group. Ronnie presented the report and reviewed highlights of the findings.

Major Employees – *Thom Brooks*

The survey was administered to area employers attending the college’s annual SCC Advisory Committee dinner. One hundred thirty surveys were collected and the team is in the process of compiling the results. The compiled report will be presented at the January meeting. Comments received have been consistent with the other reports.

Educational Providers –*Barb Putman*

The team continues to gather and compile data. Information has been collected from 15 educational partners. Julie Voorhees, Scott Baker and Scott Cline are scheduled to meet with the local school boards to get feedback from the board members. Dr. Murray has distributed the survey to the Jackson County principals and central office employees. The team will also be getting information from a cross section of WCU staff. Barb Putman and Cindy Thompson are also on the agenda to meet with private school leaders to hold a focus group.

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Community Groups –*Ryan Schwiebert*

The team has sent out a mass email and compiled an online survey. The team will also send a survey via regular mail to some groups. Ryan and Vance Davidson plan to visit local civic clubs to conduct focus groups. Some data has already been gathered and the team will provide a complete report at the January meeting.

Delos asked the teams to complete the information gathering phase of the planning process by the January meeting. At that time, the committee will start the process of interpreting the compiled data and begin to draw some conclusions.

The next meeting of the steering committee will be held on Tuesday, January 31, at 2:00 p.m in the Bradford Hall Conference Room.

The meeting was adjourned at 3:00 p.m.