**Strategic Directions Core Team**

**December 16, 2014 at 2:00 p.m. to 3:00 p.m. in A-5**

**Minutes**

Present: Todd Coston, Liz Rozell, Kate Pluta, Craig Rouse, Somaly Boles

**Committee Presentation Worksheet**

The Core Team reviewed the Committee Presentation Worksheet. Todd suggested providing examples separately. The “Evidence” header will be changed to “What documentation to prove you were successful?” Remind staff to consider accreditation when filling out that section. The “How do you measure” header will be changed to “How will you evaluate the success of the initiative?” Kate will make the changes and send it out for review.

Todd stated the committees’ goals need to match with the Strategic Directions goals. Todd also suggested adding the Strategic Directions goals to the Closing the Loop document.

The Core Team discussed how the committees will submit the worksheet. It was decided to prepare a survey for them to submit online and make it optional. Todd will send out the draft survey monkey. The target deadline for committee submission will be a week.

**Committee Visit Plan**

Kate can create a master calendar and invite other faculty to attend so that they can see what the process is. There will not be an open Forum. The Core Team member will present to the committee the Strategic Directions background from presentation to the Co-Chairs meeting.

**Task Force Retreat**

Kate will send out the save the date to the Task Force for the retreat on March 20th. Somaly will reserve the room and make the arrangements for lunch.

**KCCD Strategic Plan Goals**

The Core Team reviewed a draft of the KCCD Strategic Plan goals.

The next Core Group meeting will be on Wednesday, February 11th at 10:00 a.m. in A-5.