### NM Tech Strategic Planning Committee

#### Meeting Summary

<table>
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<th>Date: November 14, 2013</th>
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<td>Time: 12:00 PM – 2:00 PM</td>
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<td>Location: Gold Conference Room</td>
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<td>Committee Chair: Lorie Liebrock, Dean of Graduate Studies</td>
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<td>Process Facilitators: Melissa Jaramillo and Frank Reinow</td>
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#### Meeting Objectives:

1. To reach agreement on the proposed Strategic Planning Committee Charter and strategic planning process.
2. To reach agreement on the groundrules for running strategic planning committee meetings.
3. To reach agreement on the strategic planning timetable, resources, and logistics for the process.

#### 1. Review meeting objective and agenda
   
   a. Discussion: meeting goals and objectives presented without additional discussion.

   b. Decision: None

#### 2. Identify committee member expectations for the strategic planning process
   
   a. Discussion: committee members identified the following expectations for the SP process and plan content:
      
      - Revisit pre-strategic planning faculty report from last summer, given to Regents. Focused on need for funding, Alumni Office efforts, and etc.
      - Develop a plan that helps make decisions in the future: when a decision is made at any level, we can look to strategic plan for process; we are going to spend a lot of time and intensive effort.
      - Plan should have fairly specific goals and objectives, not just flowery or vague suggestions, as well as flexibility … a way for the plan to evolve, a process to update after a couple of years.
      - Use templates to plan, including metrics, to develop a consistent, effective, plan.
      - Communicate the plan and ensure people feel that their views were considered, and that it’s a plan that doesn’t ignore important divisions by focusing on one or two.
      - Build on our strengths, look for opportunities, and think innovatively, while understanding constraints.
      - Follow an open, user-friendly process to get broad input from across campus, the community, and industry.
      - Consider interdependent impact of humanities and engineering/science, while leveraging our transdisciplinary strengths to develop directions for growth.
      - Put on institute-wide hats, not just our home department hats.

   b. Decision: None

#### 3. Overview of strategic planning
   
   a. Discussion: introduced one approach to strategic planning with the following stages (based on an environmental scan that will help us look at what is happening external to the university to determine what changes will impact what we do, i.e., financial, political, demographics):
      
      - Formative Stage
         - Vision
         - Mission
• Values
  • Strategy
    • Goals and objectives
    • How we deliver ... who does what, when, and how.
  • Operations
    • How we translate that down to the units

b. Decision: None

4. Present proposed Strategic Planning Committee Charter
   a. Discussion:

   b. Decision: