

Minutes of Strategic Planning Committee Meeting of March 19, 2013

Members: Karlyn Crowley, Sarah Dangelantonio, Shannin Schroeder, Sidney Watson, William Johnson, David Wendelin. Committee Chair: Gloria J. Hochstein

1. Strategic Plan Review. Committee members were asked to look over the most recent Strategic Plan (March 10, 2010) sent before the meeting. It was decided that the President Elect/Strategic Plan Committee Chair should lead the committee in a review and revision of the Strategic Plan in the second year of each President Elect's term. The Strategic Plan would then be reviewed and revised every two years.

April-July 2013: Committee members will review the existing Strategic Plan over the next three months and email to all other committee members their ideas for revisions/deletions/additions. Committee members are encouraged to envision, in particular, strategies and goals not currently stated in the current Strategic Plan. What are we missing as we rethink how to meet the mission of Sigma Tau Delta in the future?

July-August 2013: Chair Hochstein will compile the suggestions/revisions into a working draft for additional review in July/August.

September 2013: At the 2013 September committee meeting, the committee will consider for approval the draft of the revised Strategic Plan.

2. Membership groups. Revisions/additions needed to language in Constitutions/Bylaws and/or policies in order to clarify Prerequisites and Rights of Categories of Members. How should we handle those folks who fit in two membership groups (part-time faculty/alumni, part-time faculty/graduate student, graduate student at non- $\Sigma\tau\Delta$ school/alumni, etc.) Who is eligible to submit papers for convention or apply for scholarships? It was suggested that alumni be eligible only for roundtables, scholarships, and other opportunities labeled as an *ALUMNI* opportunity.

April-July 2013: Committee members will review the current language on membership (Article IX in Constitution) and email suggestions for revised language to all committee members.

July-August 2013: Chair Hochstein will compile drafts of modified language.

September 2013: At the 2013 September committee meeting, the committee will consider for approval the draft of proposed changes to Constitutional language.

3. Information on Sigma Tau Delta Membership Application Forms. The Strategic Planning Committee rescinded the Fall 2012 motion made by this committee: to task the Central Office and Project Coordinator with establishing a data base of alumni, starting with secondary education teachers. It is clear that the information does not exist to establish such a database, and the Central Office and Project Coordinator do not have the time, skills, personnel, and facilities to accomplish the task. Instead, this committee

would like to see questions added to the membership application process: one question about career path (teaching, business, technical writing, editing, etc.), one question about race/ethnicity, and one question about gender. Adaptations would also need to be made so that this information gathered is entered into WriteAway or its equivalent AND so that such information can be accessed for long-range planning purposes.

4. NEHS. We need to consider ways to enhance the collaboration between Sigma Tau Delta and NEHS. Accessing information on those who are pursuing secondary education careers (see # 3 above) is one way to start increasing the connections between the two organizations.

5. Committee Structure. Can we combine and/or eliminate committees? Since everyone on the Strategic Planning Committee is also on the Executive Committee, should Strategic Planning Committee be a subcommittee of Executive Committee with President as Chair of Executive Committee and President-Elect as Chair of Strategic Planning Subcommittee? Same question goes for Nominating/Leadership Development Committee whose few members are also members of Executive Committee.

6. Board Training and Duties. Discussed briefly the question of how to improve training and support of Board members, and how to anticipate, handle, and prepare for Board members who do not/cannot maintain communication and/or who do not perform the duties of the office. Discussed briefly possible revisions to policies and/or Constitutional language to modify selection and approval of Regents. Discussed possibility of written agreement/contract with Regents and other Board members outlining rights and responsibilities. Executive Committee is asking all Board members to write up job descriptions. Board training and duties to be further addressed in Executive and Leadership Development Committee.

7. Non-Board Committee members. Discussed briefly the need to reduce/redistribute the time and effort asked of Board members on some of the busier committees and the need to encourage more active non-Board volunteers for committee work.