

**VASFAA**  
**BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM**  
(Add additional objectives and status reports as needed)

**Committee:** Strategic Planning Committee

**Commissioner/Board Position:** Erik Melis

**Year (e.g., 2005-06):** 2005-06

**Committee Members:**

J. Vern Fairchilds, Bridgewater College - Chair

Lefter Daku, Virginia Tech

**Standard Goal 1:** Promote components of the current Strategic Plan through Board, Committee Chair and membership actions. . [Strategic Plan 1.0, 2.0, 3.0, 4.1A (2,4), 4.1C (1-4)]

**Objective 1** (*HOW the committee plans to achieve the stated goal*): **Provide analysis of data provided by standing committees which interface with Strategic Plan 4.5a (1-4) Professional Development. Committees: Diversity, Electronic Services, Membership, Newsletter, Site Selection, Training, Sector, Awareness.**

**Status Reports of Objective 1** (*Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

**Date:** 08-15-2005

**Report:** Our committee last year spent a lot of time and energy in getting the committee goals to to match up with the Strategic Plan. My thought was to take this year and focus upon one particular goal of the strategic plan and I have chosen Professional Development. Next, I decided to identify the various committees which interfaced with Professional Development. Certain committees will have more interaction than others and some not at all. The Strategic Planning Committee might find a particular committee requires extensive research and analysis and becomes the focal point of our analysis.

**Date:** 10/28/2005

**Report:** I can confirm that Tim Golden from VMI and Karen Bucher from Lord Fairfax have agreed to join the Strategic Planning Committee which has not met as of October 28. I plan to attend the VASFAA Leadership Symposium and see that the VASFAA Board is meeting earlier on Monday morning. I am comfortable with 5 committee members . I would like to have a copy of the of the goals and objectives for each committee. Could I pick up a set at the conference? Does it already exist on line ? If so, please direct me because I am not even a low tech survivor which is probably evident in my struggle to make this electronic update. I am thinking of having our first committee meeting in December or early January. A second meeting would probably take place in March or early April.

**Date:**

**Report:**

**Objective 2** (*HOW the committee plans to achieve the stated goal*): **Provide analysis of data provided by standing committees which interface with Strategic Plan 4.5b (1-4) Professional Development. Committees: Conference, Diversity, Electronic Services, Secondary School Relations, Awareness.**

**Status Reports of Objective 2** (*Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

**Date:** 08-15-2005

**Report:** See status for objective 1 above

**Date:** 10/28/2005

**Report:** Hoping to get the committee goals and objectives to review at our first meeting to establish what kind of analysis can be readily done and what might take additional work for a complete report.

**Date:**

**Report:**

**Objective 3 (HOW the committee plans to achieve the stated goal): Provide analysis of data provided by standing committees which interface with Strategic Plan 4.5c (1-4) Professional Development. Committees: Conference, Federal Relations, State Relations, Training.**

**Status Reports of Objective 2 (Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):**

**Date:** 08-15-2005

**Report:** See status for objective 1 above

**Date:**

**Report:**

**Date:**

**Report:**

**Standard Goal 2: Evaluate annually the established goals and objectives of committees and standard goals to ensure that they support the current Strategic Plan and report incongruencies to the Board. [Strategic Plan 4.4A (1), 5.0A (1-3)]**

**Objective 1 (HOW the committee plans to achieve the stated goal): Prepare a status report for the Professional Development Component of Strategic Plan.**

**Status Reports of Objective 1 (Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):**

**Date:** 08-15-2005

**Report:** No status to report

**Date:** 10/28/05

**Report:** No status to report

**Date:**

**Report:**

**Objective 2 (HOW the committee plans to achieve the stated goal): Prepare a report of perceived gaps in the current Strategic Plan in relationship to 2005-2006 committee objectives.**

**Status Reports of Objective 2 (Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):**

**Date:** 08-15/2005

**Report:** No status to report

**Date:** 10/28/2005

**Report:** No status to report

**Date:**

**Report:**

**Objective 3 (HOW the committee plans to achieve the stated goal):**

**Status Reports of Objective 2 (Please report your progress toward achieving the stated goals - this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):**

**Date:**

**Report:**

**Date:**

**Report:**

**Date:**

**Report:**

## **BUDGET**

**Item (Broad general categories) Cost**

**Board Approved Amount: \$ 250.00**

**Date: 6/15/2005**

*(Use separate sheet if necessary.)*