

**NEASC Standards Team**  
**Standard Two: Planning and Evaluation**  
**April 3, 2012**  
**1pm**  
**Meeting Minutes**

**Present:** Vin Balasco, Langdon Clough, Jerry Hatfield, Bill LeBlanc, Paula Marcello, Jane King

Update on the status of collection of data on planning.

- Individual inquiries to Departmental VP's
- College-wide survey results

The committee had a lively discussion about the data and how to go about formulating both a summary and recommendations from what we have learned. This may also require some further collection of existing data missing from the data collection.

Bill reviewed the following four goals that emerged for our standard from a rating/review process by all the chairs of the standards:

1. Create a more comprehensive and integrated planning & evaluation process
2. Demonstrate success & results from planning
3. Improve institutional effectiveness through strategic planning (process to evaluate planning effectiveness)
4. Create a new/updated strategic plan to extend beyond 2012 (Note: A strategic planning committee is working on this under Bob Shea's leadership).

These four goals also have corresponding timelines/activities and required reporting of percent completion each semester (Spring 2012 to fall 2014). Please see attached.

**Next Meeting:**

April 24, 2012

1:00pm

Room 0068

Neasc '14  
Standard Two/Goals  
3/22/12

Goal		2012				2013				2014	
		Spring	%	Fall	%	Spring	%	Fall	%	Spring	%
1	Create more comprehensive & integrated Plan & Evaluation Process	Collect/Inventory Existing Planning Docs		Offer recommendations from Spring 2012 analysis		Guided by SP, pilot measurements		Complete pilots of measurement system			
		Survey Improvements		Explore benchmarks & metrics		Continue explore measurements & benchmarks		Initiate final test of system			
		Present to chairs		Guided by SP, Identify measurement strategies				Use system to modify continuous SP process			
		Review Responses, Report Results									
2	Demo success & results from planning (implementation)	Review inventory of existing plans processes re results		Add missing planning processes and implement results & complete implementation report		Guided by SP, pilot metrics to report on implementation of plan		Continue the reporting			
		List successful implementation re planning processes									
		Search for missing plan processes in Inventory									
3	Improve Institutional effectiveness thru Strategic Planning	Review Inventory of existing plan processes re 09/12 SP		Working with most current SP, apply metrics to each Div, Dept, etc as measure relates to various areas		Continue process identify for Fall 2012 applying, reviewing, revising metrics across areas		Continue process			
		Review Inventory of existing plan processes re 09/12 SP						Revise and update final metrics			
4	Create new Strategic Plan > 2012	Reconvene SP Committee		Final (draft?) of updated SP		Continuing to update, revise, and where appropriate, measure performance against plan		Continuing			
		Create timeline for SP after 2012		Includes new & revised metrics to track progress							
				Some metrics used as benchmarks/baselines established							