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Strategic Plan Development
Large Group Workshop
Agenda
November 15, 2013

Time	Activity
8:30 AM	**Refreshments**
9:00 AM	**Welcome** – Ron Rosati • Intended outcomes and goals from today's activity • Participant list - identify groups (faculty, students, industry, community, higher education, government) • Process – gather the wisdom from the group, build consensus within the group • Discuss changes affecting higher education – economics, demographics, information management, agricultural economy • Discuss the place of technical education in higher education • Discuss the role of NCTA in the University of Nebraska, IANR, CASNR • Discuss environmental scan • Description of handouts • Housekeeping – restrooms, parking, food, breaks – take one when needed
9:30 AM	**Development of mission statement, vision statement, and college key characteristics** – Doug Smith 1. Establish six groups, two on each topic: mission, vision, NCTA key characteristics 2. Establish facilitator and recorder for each group 3. Distribute document with current and proposed mission, vision, key characteristics to the appropriate group (only one issue per group) 4. Each group develop proposed new statement on easel paper, listing each key point individually. 5. Reconvene in auditorium. All workshop participants sort key points for all issues into "keep" (red dot), or "delete" (blue dot). 6. Small groups regather. For each issue, each group develops list of key points to keep and recommends new points to add, if any. Before going back to your small group meeting room, it may be helpful to record the vote of the large group by taking a picture of each sheet of easel paper with your cell phone. 7. Reconvene in auditorium. Group spokesperson reports on key points to keep and recommended new points to add for all three issues. Record "key points to keep" (via different color dots) and "additional points to consider" (on new sheet of easel paper). 8. Original six groups develop revised mission, vision, NCTA key characteristics 9. Revised documents presented to workshop participants by group spokesperson

Noon	**Buffet Lunch -** table informal discussion topics: • Observations and recommendations concerning proposed NCTA mission, vision, and key characteristics - table develop and submit written comments • Discussion of key issues for inclusion in strategic plan. Written feedback requested from each table
12:30 PM	**Identification of six college imperatives -** Scott Mickelsen 1. Open discussion to develop a list of 20 priority issues. Potential items: • Enrollment • Budget • Academic program portfolio • Academic quality • Program delivery methods • Technology • Facilities 2. First vote – All workshop participants vote via clickers for seven top imperatives. 3. Discussion, analysis and identification of top 10 issues 4. Second vote – List only the top 10 from the first vote. All workshop participants vote via clickers for five top imperatives. 5. Discussion to verify top six vote getters which become the college imperatives.
1:00 PM	**Identification of strategies to achieve each imperative –** Scott Mickelsen 1. Break up into six assigned groups, each given one imperative 2. Each group develop 10 to 20 strategies to satisfy imperative (on easel paper). 3. Each workshop participant votes for top three strategies for each issue (dot method). 4. Go back to small groups, each group identify their group's top three strategies for each imperative and identify missing strategies, if any. Before going back to your small group meeting room, it may be helpful to record the vote of the large group by taking a picture of each imperatives easel paper with your cell phone. 5. Facilitator from each small group reports on group recommendation on each imperative, including missing strategies. Record "key points to keep" (via different color dots) and "missing strategies to consider" (on new sheet of easel paper). 6. After hearing input from all groups, original groups develop 5 to 10 recommended strategies for each imperative.
3:00 PM	**Summary and closure** – Ron Rosati • written feedback: evaluation of the day, further recommendations
Post workshop follow-up (dates are approximate)	
Nov. 30	• Steering committee uses workshop outcomes to develop draft mission, vision, key characteristics, and strategic plan which includes imperatives and strategies. • Steering committee develops draft measures of success (i.e. numerical goals) for strategies in the plan. • Steering committee develops draft timeline for completion of each strategy.
Dec. 4	Executive staff reviews draft document and makes modifications as necessary.
Dec. 10	Draft plan distributed to college community
Dec. 15	Open college forum to gather input on draft strategic plan.
Jan. 10	Final document distributed to college community. Maintain college website with strategic plan and documented development process.