AGENDA/MINUTES						
Team Name	Executive Leadership Luncheon					
Date	6/13/23					
Time	10:00 – 12:00					
Location	L-116 Learning Resource Center (L) - Plaza De Cavanaugh (Community Room) 116 https://zoom.us/my/mobray					

Facilitator	Todd Mo	bray		Recorder	\nge	el Morgan
Team members					Pr	esent X
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X Todd Mobray (L		Jo Harrington	X X	Dr. Kathleen Kottas	X	Trevor Rolfs Elaine Simmons
X Krystall BarnesX Lindsey Bogner		Maggie Harris Dr. Carl Heilman	X	Karly Little Angela Maddy	X	Kurtis Teal
X Kara Brauer	X	Jenna Hoffman	X	Claudia Mather	0	Lawrence Weber
X Mark Dean	X	Brian Howe	X	Angel Morgan		Lawience Webei
X Renee Demel	X	Stephanie Joiner	X	Myrna Perkins		
Guests	71	Otophanie doinei		Wyma i chano	<u> </u>	
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Old Dusiness						Domostos
Old Business I. Department	1.01	c Plan Update:				Reporter Todd Mobray
a. The I b. Anyo plan vi. ii. iii. iv. v. vi. viii. viii. II. Timing DUE a. Each b. IE wil c. Notify d. Strate i.	Todd Mobray Todd Mobray					

New	Business	Reporter
l.	Requirements/Combination of Committees List and Institutional Teams a. Permanence? b. Other standards? c. Different Categories?	Group Discussion
II.	Are any updates needed for the Mission Booklet? Time to order new ones. DEADLINE FOR UPDATES – JULY 15	Group Discussion
Actic	Reporter	
I.	Eat Lunch	All
II.	 KPI Updates - DUE JUNE 19 a. Check for currency and narrative. b. Collection of donation totals for Economic Impact Study. 	KPI Reporters
III.	 Strategic Plan Updates – CHANGES DUE JUNE 19 a. Each department may do a 1–3-year plan as your needs require. b. IE will collect & update each year at the retreat. c. Notify the IE team to update the dates or if no changes. d. Strategic Plan Updated Templates Available. i. These are formatting tools for you with placeholder text. Write/update your plan as you usually would. If it doesn't look right, or fit on the page, IE will fix it when it's collected & updated. 	Strategic Plan Authors
IV.	Plans for Future Meetings a. Future date range for Fall (Late Sept. to early October)b. Future date range for Spring (Late Feb. to early March)	ΙE
Meeti	ng Notes	
Old B	usiness	
l.	Departmental Strategic Plans	
	 Adult Education & Foundation plans were removed, as they report to a larger group already listed. Foundation has a different Mission and is looking at combining a strategic plan for all three Institutional Advancement depts Foundation, Grants, and Shafer Gallery. 	
II.	Timing and Templates	
	 Each department should complete the template provided and/or notify IE to change the dates, if there are no changes to their current plan. IE can complete any formatting that is needed. Anyone can utilize the template. However, only eight departments listed will plans will published and made public. All plans should align with Core Priorities, HLC criteria, ENDS & KBOR information included in the template foot note section for reference. Due date is June 19th, as that is when IE reports to the board of the current status of the plans. 	
III.	 Goals Use one of the three options provided when updating your department strategic plan. 	

- Strategic Plan and History Discussion The strategic planning updating
 process has changed over the years from 5 years, 10 years to now only
 updating as "circumstances change". Barton adopted a Governance Model
 that helps define roles and determines what we can and cannot do.
- Process of updating the Strategic Plans:
 - Framework Each department should use the framework to update their strategic plans.
 - The Framework will be reviewed at next year's meeting.
 - The five Strategic Goals have been reviewed, and determined they are measurable and align with the Mission Statement.
 - The goals are broad enough for each department to create their own individual plans.

New Business

- I. Institutional Teams
 - Teams listed on webpage were determined to be institutional wide and permanent. Also requiring a charter, agenda and meeting minutes posted.
 - New teams to be approved by Presidents staff.
 - DEI team will be reviewed by Angie Maddy.
- II. Mission Booklet
 - Todd will send out email requesting feedback before printing deadline.
 - Suggested to replace the current picture with the new building construction.
 - History of the Mission booklet discussed. It was asked if Barton shares and explains our Mission. The booklet was created to give more in detailed explanation.
 - Discussion of long-term goal of turning over the Mission document to the Communications department and possibly combine the Mission booklet with the Community report.
- III. Executive Leadership meetings
 - Future meetings for the fall and spring will be scheduled in advance.
- IV. Partnerships
 - Institutional Effectiveness has not received the requested Economic Impact study financial data. An email will be sent out to those departments that still need to submit their data.
 - Schedule a meeting to review process, define the institutional donations definition, determine how long to keep partnerships on the list and when the list will be reviewed and updated.

Action Items

Todd to send out email for the following:

- Mission booklet feedback due date July 15
- KPI updates due date is June 19
- Strategic Plans due date is June 19
- Future Executive Leadership meeting invites.
- Partnership process meeting invites.
- Economic Impact Study final deadline to submit financial data.

- ENDS: 1. Fundamental Skills
- 2. Work Preparedness
- 3. Academic Advancement
- 4. Barton Experience

- 5. Regional Workforce Needs
- 6. Barton Services and Regional Locations
- 7. Strategic Planning
- 8. Contingency Planning

Barton Core Priorities/Strategic Goals

Drive Student Success

- 1. Advance student entry, reentry, retention, and completion strategies.
- 2. Foster excellence in teaching and learning.

Cultivate Community Engagement

3. Expand partnerships & public recognition of Barton Community College.

Optimize the Barton Experience

4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity, inclusivity, value, and growth.

Emphasize Institutional Effectiveness

5. Develop, enhance, and align business processes.