

Leadership Team Meeting

1. Leadership Team Minutes

Item	Description
Date	January 12, 2007
Time	1:30 P.M.
Location	Administrative Conference Room

2. Attendees

Role	Name
Chair	Betty McCrohan
Minute Taker	Makyla Dunn
Asked to attend	Dr. Ty Pate, Bryce Kocian, Pam Youngblood, Dr. Dan Jones and Leigh Ann Collins
Absent	Dale Pinson, Patricia Rehak and Dr. Wayne Taylor

3. Agenda

	Topic	Owner
1.	Review updated Achieving the Dream Data	
2.	Set Strategies/priorities for Achieving the Dream	
3.	Achieving the Dream – Strategy Institute	
4.	Other Items	

4. Information Items

	Description	Date	Participants
1.	Dr. Jones passed out the Achieving the Dream cohorts data. Dr. Jones stated that the Leadership Team should review the information and be prepared to finalize the key issues prior to the Strategy Institute.		
2.	Dr. Jones passed out a partially updated First-Year Work Plan for WCJC for committee review and updates.		
3.	Ms. McCrohan stated that we still have committees that need to understand what we are expecting and feel that they are tied into the Leadership Team.		
4.	Ty stated that at this time the division chairs are confused as to who has to do an annual report and how to complete the annual reports. Also they have asked for additional training on how to set goals and enter them into TracDat. Goal setting seems to be a problem, along with the follow-up. Also, the goals are not being linked to the Strategic Plan.		
5.	Dr. Jones stated that he is working on updating the Strategic Plan.		

5. Action Items

	New Action Items	Owner	Due Date	Status
1.	Dr. Jones will email an updated copy of the Strategic Plan to everyone.			

6. Adjourn

The Leadership Team adjourned at 3:15 P.M.