**Committee Minutes**

Planning Council

11/2/17, 4:00-5:00pm, CUH353

**Members present:** Vince Castano–A, Cynthia Rodriquez–S, Amy Samperton–A,

Legend: (A= Administration, F = Faculty, S = Staff)

**Members absent:** Steven Arndt–A, Casey Groover–S, William Ewert–F, Eunice Hoefling–F, Brad Losh–S, Elmore Lowery–A, Carl Mitchell–A

Legend: (A= Administration, F = Faculty, S = Staff)

**OLD BUSINESS:** None.

**NEW BUSINESS:** Discussed the purpose of the Planning Council and reaffirmed the Charter. Selected the following committee officers: Vince Castano–Chair, Cynthia Rodriguez–Vice Chair, Amy Samperton–Secretary, Casey Groover–Assistant Secretary. The planning assumption factors are: Economic Factors (Cynthia Rodriguez), Political Factors (Vince Castano), Technological Factors (Vince Castano), Environmental Factors, and Social Factors.

**Actions/Activities/Assignments before next meeting:** An institutional strategic planning survey will be distributed via an ‘All At Fayetteville’ email on 11/3/17 with responses due no later than 11/10/17. FTCC’s final document titled ‘2016-2017 Planning Assumptions and Trends’ will be distributed to Planning Council members along with assignments for the remaining factors. All research will be submitted by team members to Mrs. Samperton no later than 12/1/17. Mrs. Samperton will submit the compiled research to Mr. Castano no later than 12/5/17.

**Next Meeting:** A virtual meeting will be called by Mr. Castano. The objective of this meeting is to evaluate the status of work completed to date and to address any questions or concerns.

**Adjournment:** 11/2/2017 4:45pm

Minutes Prepared by: Amy Samperton 11/2/2017

Minutes Approved by: Motioned by Vince Castano, Seconded by Cynthia Rodriguez.

Minutes submitted to Office of HR & IEA for Web Page Posting: 11/2/2017