

## **Long Range Planning Committee Annual Report 2016**

*Committee Members at 2016 meeting: Diane Pike, Chair (19) Gerry Cox (19) Joan Hermsen (17) Peter Kivisto (18) Sadie Pendaz (18) Loir Wiebold (19) Gail Wallace (21) Ex Officio: Barb Keating, Kevin Leicht, Doug Hartmann, Lauren Tiffany, Tim Pippert, Geoff Harkness*

Prior to the annual meetings in Chicago, the Long Range Planning Committee (LRP) worked collaboratively to prepare a proposal to the MSS Board for how to proceed with designing a session for strategic/organization planning during the fall 2016 Board meeting.

The proposal was presented at Board meeting III and then approved at Board meeting I. The proposal is appended to this annual report. Work over the summer with Executive Director Jennifer Talarico will focus on identifying a facilitator and determining logistical and operational needs for the session. Two additional members of LRP will attend the fall Board Meeting this year.

The LRP committee held its regular committee meeting, which involved additional discussion of the proposal and Board III's reaction as well as preparation for the luncheon meeting with MSS Committee Chairs.

During the joint luncheon, which we again identified as very successful work time worth the cost of the luncheon and plan to do each year, members of LRP met with and discussed issues in small groups with each of the Committee Chairs. In our judgement, the time was productive and created an energy of collaboration and collegiality. Notes from each LRP member from each committee will now be integrated into working documents that will be part of the strategic/organizational planning process in September.

We appreciate all of the support work from Lauren Tiffany for arranging the luncheon and supporting LRP work. We hope to be able to tap some of her expertise in planning for the session. Thank you as well to Phyllis Baker for her previous LRP leadership and support of the upcoming process.

Respectfully submitted,

Diane Pike, LRP Chair

## Planning Session Protocol 2016: Items to be determined/questions resolved

*"I skate where I think the puck will be."  
Wayne Gretzky*

<b>Planning Specifics</b>	<b>Proposed Option</b>	<b>Rationale</b>	<b>Questions to resolve</b>	<b>Notes</b>
Time and length of planning session	Planning session Saturday am 8-12	Fresh minds; in middle of regular board work; some/many? can get home Sat pm;	Half day sufficient; with breaks; lunch off site.	Meetings run noon Friday to noon Saturday; Regular board work Friday and Saturday afternoon until 4.
Advance preparation	Need data and evidence from ED office committee chairs; Treasurer, Secretary	The more we know empirically, the better focused our conversations	Who does what? What groundwork laid and distributed before the session? New data??	Simon Sinek "Why" video as a resource; inventory current data available;
Facilitator or not	Yes, facilitator	one either facilitates or participates; we need someone to keep us on time and focused	Is this worth it? Whom might we hire?	could be an mss member who is Ok not participating in process; seek nominations; see if UNO has individuals; or county extension
Goal of Planning Session	Discern a shared and prioritized set of objectives for MSS over the next 3 years	We were served reasonably well by our previous plan; time to create a new one	Assign groups to implement the plan; create an assessment plan	Document those objectives/goals in a useable document
Format of time/work in session; space needs	Specific clear agenda with identified content outcomes; actions to be by taken by whom when	small group to work on document with details later; focus here on mission and goals	What should be the agenda? Draft sent to facilitator? One option proposed in this document.	small tables not board set up; direction to hotel staff; poster board to write on
Additional costs	Estimated Budget: Cost of facilitator; extra lodging; extra meal; Extra attendees?	We need to spend some funds to do this work; it is above regular meeting stuff	How much are we willing to spend? \$11,750 budgeted	Lunch off site might help; some can fly home Sat still.
Additional attendees?	Who else needs to attend? Several committees asked to participate.	It might make sense to have more voices at the table rather than, "we decided, you do it"	Might we want more student presence? Should Exhibits be involved?	Check in with Lauren but not in attendance

## Proposed Thematic Agenda for Planning Session

8:00 Saturday Overview/Welcome/Facilitator-led Focus Activity; *specific time allotments/formats tbd with facilitator and other input*

### Theme One: **Lessons Learned**

*Participants review previous plan and data before meeting*

- Assessment of “the 10-15” plan: goals met; goals not met; create a process to evaluate previous plan; most of this work is done in advance
- Assessment of past goals: what to keep, remove, change? Determine evidence to support claims

### Theme Two: **Current Status-SWOT Analysis**

- Based on data provided before the session, determine reasonable consensus on SWOT analysis of major issues/goals and mission; small group divide and conquer strategy during the planning session

### Theme Three: **New Goals/Setting Priorities**

- Determine goals of new plan
- Prioritization of goals for 2017-2020 plan (3 year target)

### Theme Four: **Who Does What, When?**

- Action steps; directives to Board and Committee; attention to communication issues with membership

### Theme Five: **Next Steps**

- Identify and determine a process for creating a final document to be completed by January 31, following input from additional members, and to be voted on for approval by Full Board in Milwaukee 2017

Noon LUNCH (off site? limit\$; get outside the room)

2010-2015 Plan Priorities	Objective & Committees Assigned	Assessment: Goals Achieved, Stalled,Failed	Evidence	Strategic Plan Objectives 2015
A: Expand Size and Diversity Membership	<u>Objective 1:</u> Membership Committee <u>Objective 2:</u> Minority Scholars; Student Issues Committee; Women in Professions; Local Arrangements <u>Objective 3:</u> Nominations and Elections			1. Improve retention levels and strive for at least a 10% increase in retention within the next 5 years by 2016.*See Committee Report 2. Support a diverse membership by providing a safe and welcoming environment and facilitating appropriate activities and opportunities 3. Actively recruit and offer development opportunities to current, new and diverse membership for leadership in MSS
B: Utility Vitality of Meetings	<u>Objective 1:</u> Professional Issues and Standards Membership Committee <u>Objective 2&amp;3:</u> Annual Meeting Committee			1. Consistent policies and practices for ensuring quality of sessions at annual meetings 2.Institutionalized meeting events that promote fellowship at each meeting 3. Ongoing assessment of participant satisfaction following annual meeting
C: Financial Plan	<u>Objective 1:</u> Finance Committee			1. Generate sufficient assets to supplement MSS activity annually.2. Institutionalize a procedure/mechanism for Planned Giving to the MSS.
D: Status of Publications	Objectives 1 &2: Publications Committee			1A. Keep a “clean house” in the editorial office and an inviting and productive place for authors (e.g., keep a short decision time) 1B. Secure and maintain healthy publishing contract 1C. Secure and maintain quality editorial team

E: Professional Development	<u>Objective 1</u> : Committee on Teaching and Learning; Student Issues; Sociological Practice; Scholarship Development	1. Create a range of professional development and engagement opportunities and continuing opportunities from students to retirees
F: Awareness of Soc Knowledge and Public Dialogue	<u>Objective 1</u> : Social Action; Sociological Practice	1.Support MSS members' efforts to use sociological knowledge to inform public dialogue 2. Greater visibility and continued engagement with NGO's awarded MSS Social Action Award