

COE Technology Planning Meeting Agenda
May 4, 2005
1:30 pm – 3:30 pm
G-10 Aderhold

Welcome and Introductions
Charge to the Committee
Resources

Mike Hannafin
Karen Watkins
Sandi Glass

<http://www.coe.uga.edu/techplan>

- ✓ Operations (How will we work together?)
 - Consensus model? Majority?
 - Meeting schedule
 - Focus on the future
 - Meet our deadlines

SWOT Analysis

Mike Hannafin

Team members will contribute to a list that represents current strength, weakness, threats and opportunities for COE's technology (3 to 5 minutes each)

Values

Team members will brainstorm a list of COE values

Mike Hannafin

Mission and Vision

Sandi Glass

Next Steps

Sandi Glass

Schedule next meeting the week of May 16 (bring calendars)

Assignments

- ✓ Review resources on planning web site
- ✓ Submit draft mission and/or vision statements to the listserv
 - These will be posted as examples on the web site
- ✓ Review SWOT analysis and value statements (posted on web site)
- ✓ Identify your "Best Practices" list (see examples below)
 - Most funded
 - Most opportunities
 - Best grants
 - Best management
 - Best support model
 - Best alignment with research, instruction or outreach
 - Best plan
 - Best evaluation
 - Other
- ✓ Send links or documents concerning your list to slglass@uga.edu or Kristi Leonard, KAL@uga.edu. These will be added to our Best Practice list on the web site.