CPS Conversation Summary

**Positives/Advice**

- Start with our mission; is it relevant anymore with our additions to DOSA? How do we carry out that mission?
- The leadership of the division needs to represent the departments in this process
- Focus on staff too, not just students
- Different departments getting together is important, for people to get to know each other and build trust
- What are department priorities first and bring those to the planning so we can represent at the meetings
- Perhaps we tackle this in different phases. It feels too big picture sometimes, we need to focus on how to make it relevant and meaningful to everyone
- Perhaps you should start with focus groups from the other areas (constituent groups) then bring the perspectives to the larger DOSA group
- Other groups that should be invited to share their feedback (students, faculty, D+ I, etc.)
- Try surveys, it’s a way to provide anonymous feedback
- Face to face communication is important in these processes
  - In a small group setting, it is better to have an agenda, structure; it is more helpful to have a goal to start with.
  - It may be more helpful to know the big picture context at the institution first (enrollment, extension campuses, etc.)
- You can’t please everybody. At some point you just have to start.

**How to keep the plan a living document?**

- Make sure it is built with achievable outcomes
- Review meetings yearly, and remind everyone
- Assessment
  - Social justice planning as an example> we changed the way we train and on-board DOSA because of our last strategic plan. But those people who go through the training have no idea it was a change, we just do it now.
- Connected to the strategic plan
- How the values; communication and connectedness to the plan has been lacking. We need to consistently revisit them.

**Pitfalls to Avoid**

- Meetings. Please schedule in advance (at least two months) and have several so people can make it
- If we end up doing all this work and it doesn’t impact me, that is not a good plan.