

SPC Duties

From Region 3 Operations Manual Revision 23 August 2007

V.11 STRATEGIC PLANNING

The Strategic Planning Committee (SPC) is a Standing Committee of the Region 3 Executive Committee (R3 ExCom). The History, Special Projects, and Special Review Subcommittees are an integral part of the Strategic Planning Committee and report to the R3 ExCom through the SPC.

Objectives

Support the Region in planning for the future.

Responsibilities

Assist Delegate/Director in development of annual "Consolidated Goals & Objectives List", and updating of Executive Committee Goals & Objectives per the SPC schedule shown in the Timeline for Region 3 G & O's and Strategic Plan Development.

Define long range Goals and Objectives for the Region.

Provide counsel to the Region 3 Executive Committee to minimize problems in the Region operation.

Perform such Ad Hoc tasks as may be assigned by the Region 3 Delegate/Director.

Maintain currency of the Region 3 "Strategic Plan", monitor progress against the plan and provide annual report to the Region Delegate/Director and Delegate/Director-Elect.

Maintain currency of the Region 3 Bylaws and the Region 3 Operations Manual. Process the proposed changes through the required endorsement and approval stages.

Support the History Subcommittee in the update of the Region 3 History document.

Support the Special Projects Subcommittee by providing counsel and project evaluation as requested.

Support the Special Review Subcommittee by providing SPC members to assist in the evaluation and review process.

Support the Region 3 Mentor Program, assign past Delegate/Directors as "Mentors" (Members-At-Large) to Region 3 standing committee's.

Submit pertinent and timely committee information to the Region 3 Newsletter Editor.

Membership

The Chair is appointed by the Delegate/Director with concurrence of the Region 3 Executive Committee. The Committee Chair is normally the immediate past Region 3 Delegate/Director.

One Committee Vice Chair appointed by the SPC Chair with the concurrence of the Delegate/Director. The Vice Chair shall be a past Delegate/Director and serve at the pleasure of the SPC Chair.

The Chairs of the History, Special Projects, and Special Review Subcommittees are members of the SPC.

Membership shall include past Region 3 Delegate/Directors and/or senior past officers of the Institute who are willing to serve.

Meetings

Meetings will be kept to a minimum, but when scheduled, will be held in conjunction with other Region meetings or conferences.