

LEADERSHIP DEVELOPMENT COMMITTEE

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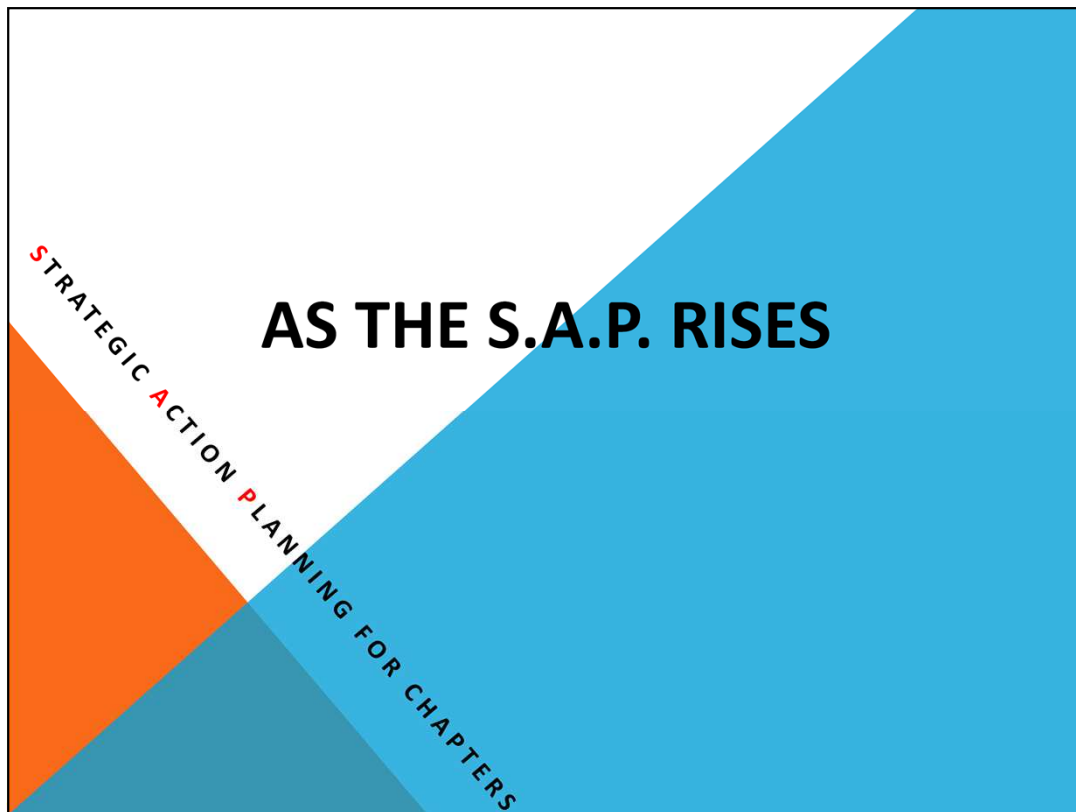
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Welcome to Fall Conference. I am Jackie Smart, Past State President and Leadership Development Chairman.

I would like to introduce the LD Committee. They are all past chapter presidents and have served on state committees.

- Nancy Berkompas, Past State President, Alpha Tau
- Delores DiGiacomo, Mu
- Sally Garrison, State Executive Secretary, Gamma Delta
- Gwen Graham, Gamma Beta
- Susan Helser, Beta Rho
- Julie Kowlaski, Alpha Xi



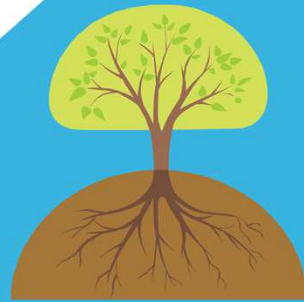
Michigan's Leadership Development Committee, utilizing suggestions from International, is here to help with your chapter's Strategic Action Plan.

"Planning is bringing the future into the present so that you can do something about it now."

Alan Lakein

AS THE SAP RISES

Strategic Action Planning (SAP)
is critical to the life of DKG



A **Strategic Action Plan** can be compared to the sap of a tree.

Tree sap is sometimes called the blood of a tree because it circulates inside, carrying nutrients and water throughout the tree. A tree would die if sap didn't circulate inside it. Tree sap also has a great deal of potential for the future.

Strategic Action Planning or **SAP** is vital to chapters, too.

International publishes a quarterly one-page newsletter called "As the SAP Rises." It gives tips about designing a chapter plan. Copies of past and current newsletters, as well as International's Strategic Action Plan, can be found on the International website under **Library**, then click **Strategic Plan**.



RALPH WALDO EMERSON

Ralph Waldo Emerson said:

“As the gardener, by severe pruning, forces the sap of the tree into one or two vigorous limbs, so should you stop off your miscellaneous activity and concentrate your force on one or a few points.”

Strategic Action Planning



Strategic Action Planning is not studying the stars or copying other chapters' strategic plans. It is looking into the universe of possibilities to determine where the chapter wants to be in the near and distant future.

Identify
Brainstorm
Set Goals
Create Activities
Assess Progress
Begin Again



The image shows a list of six steps for strategic action planning, followed by a cartoon microscope. The bottom of the slide features a decorative footer with a blue background and a triangular orange and teal shape on the left side.

Strategic Action Planning involves looking at your own chapter through a microscope.

- 1) Start by **identifying** one area that needs change and improvement.
- 2) **Brainstorm** with chapter members.
- 3) **Set** one or more **goals** that address the identified need.
- 4) **Create** one or more concrete **activities** that will help the chapter reach its goal.
- 5) Follow through on the activities and periodically **assess progress**. Devise new activities or continue the successful ones so that your progress continues.
- 6) **Begin again** by choosing another area needing improvement.

WHY SHOULD CHAPTERS PLAN?

- 1. If we don't know where we are going, we could end up anywhere or even nowhere.**
- 2. A long-term plan allows for changing priorities.**
- 3. Committing a plan to paper better ensures action.**
- 4. Reviewing our accomplishments provides personal satisfaction.**
- 5. Systematic planning attracts younger members, gives purpose AND... planning together provides a sense of unity and commitment.**

Read 1-5 as they appear.

HOW TO BEGIN

1. Review Purposes, Mission, Vision
2. SWOT Procedure
 - Strengths
 - Weaknesses
 - Opportunities
 - Threats/Obstacles

1. Review the Society's Seven Purposes, Mission and Vision Statements.

2. Use the **SWOT** Procedure.

Click, then read what SWOT stands for...

Consider your **Strengths**.

Identify your **Weaknesses**.

Determine your **Opportunities**.

List the **Threats** (obstacles.)

By recognizing all of these positive and negative influences, they will be openly discussed and can be dealt with as a part of the Strategic Planning Process.

3. Chapter's Vision

4. Involve Members



3. Determine the chapter's vision. Select Areas on which to Focus by asking...

Where are we now?

Where do we want to be?

How can we get there?

4. Remember to involve members in determining the focus areas.

WRITING THE PLAN...

A. State the Area of Focus

B. Goal/Objectives should be SMART

- Specific
- Measurable
- Achievable
- Realistic
- Time-based



A. State the Areas of Focus.

B. Write one or more Goals/Objectives for each Area of Focus.
Objectives need to be **SMART**

Specific

Measurable

Achievable

Realistic

Time-based

C. Write Action Steps

D. Remember to include...

What?

Who?

How?

When?

C. Write one or more Action Steps. Remember to include:

1. Action (What is going to be done?)
2. Group/individual responsible (Who is assigned to undertake or supervise?)
3. Measurement to determine accomplishment (How will success be determined?)
4. Timeline for completion (When will achievement be evaluated?)

D. Remember that Chapter Members decide:

- What is important
- What may need to be addressed
- What needs to be improved, maintained, or deleted
- Chapters are **NOT** required to copy, follow, or adopt the same areas of Focus or Objectives as International or Michigan, nor is this practice recommended. **This is a Chapter Decision.**

Example

(State the Area of Focus)

Attendance at chapter meetings should be increased
(We currently have 25% of our members in attendance)

(Goal/Objective for the Area of Focus)

We want 60% of our members in attendance

(Action Steps)

- Recognize/Reward/Honor members at meetings
- Involve all members in a project
- Assign each member a responsibility
- Assign seasoned members to mentor others

(Assess Progress)

THE CHAPTER S.A.P.

Chapter Members decide what is important

Chapters identify Areas of Focus

Then, Chapters decide how best to get there by using agreed upon activities or strategies



REMEMBER ...

- **Everybody's business can become nobody's business without Strategic Action Planning**
- **Assign responsibility for Strategic Action Planning**
- **Involve members in reviewing and updating the objectives, as well as the activities**
- **The Plan itself is not the crucial thing, the Process is the Key**

Read aloud from slide.

Once an objective is accomplished...



CELEBRATE

**and focus on another area while maintaining
your new successful practice**

Read the slide.

- Click for the graphic and sound.

Q & A

Q. Must all plans look the same or include the same focus areas?

Answer

No.

Plans need to be specific to the chapter, emphasizing the chapter's precise areas of concern or needs for improvement.

Q. Should the chapter just copy International's Strategic Action Plan?



Answer

No.

The needs of an International organization with nearly 100,000 members are bound to be different from those of a local chapter.

A chapter's SAP should fit its specific goals and needs, addressing the areas of focus the individual chapter feels are important.



Answer:

No.

It will depend on the needs of the chapter.

Perhaps dealing with fewer, more serious needs, leaving others for later, will narrow down the chapter's current emphasis making success more likely. Other areas of concern can always be addressed after the most serious have been tackled.

IN CONCLUSION

1. Review the Society's Purposes, Mission and Vision
2. Look at International's Strategic Action Plan
3. Review Michigan's suggestions for Chapter Strategic Action Planning
4. Decide what is most important for the chapter
5. Put First Things First. *We Can't Do Everything at Once*

A good plan today is better than a perfect plan tomorrow.

George S. Patton

IT'S YOUR CHAPTER'S FUTURE



You can't leave it to chance

Click on the siren for the sound.

S.A.P. can be the magic that...helps a chapter achieve its goals and move forward.

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Thank you for watching our presentation. Are there any questions about the Strategic Planning Process?