

## **DALNET Planning Team**

[Note: this revised document reflects the Planning Team's discussion on 1/15/02]

### **Proposed charge**

In collaboration with the DALNET Board, this group will implement planning initiatives, including the following:

- Present revised draft DALNET vision and mission statements for approval at the 28 January 2002 DALNET Board meeting
- Submit recommendations for a second DALNET planning retreat at the February 2002 DALNET Board meeting
- Review current DALNET committee structure, and present recommendations for revamped committee structure at the March 2002 Board meeting
- At the April 2002 Board meeting, submit recommendations on member feedback strategies to nourish the planning process. This includes finding creative ways to involve members continuously in planning through meetings, committee work, Web collaboration, etc.
- Create an annual "planning calendar" and document a DALNET "planning tool set," to be submitted at the May 2002 DALNET Board meeting.

### **Group membership**

Jerry Bosler, Patricia Orr, Leo Papa and Ann Walasky. DALNET staff liaisons: Michael Piper and Scott Muir

### **Annual Board review**

The DALNET Board will review this group's activities and make new assignments as needed. Annually at the December meeting, the Board will review the group's membership. Members of this working group will serve 2-year renewable terms. [Suggestion: use staggered 1 and 2-year terms initially, to avoid turning over entire group at once.]

**DALNET Planning Team  
Proposed Q1 and Q2 2002 Assignments**

**January 2002**

Present proposed Planning Team charge for review by DALNET Board, along with revised draft DALNET Vision, Mission and Values statements.

**February 2002**

Finalize working draft of DALNET Vision, Mission and Values statements. Present proposed plan for second DALNET planning retreat.

**March 2002**

Finalize plan for second DALNET planning retreat. Present preliminary ideas about revamped DALNET committee structure.

**April 2002**

Present recommendations about revamped DALNET committee structure. Discuss member feedback strategies to nourish the planning process.

**May 2002**

Present recommendations about member feedback strategies to nourish the planning process. Submit proposed annual DALNET "planning calendar" and "planning tool kit"

**June - July 2002?**

Hold second annual DALNET planning retreat

**DALNET Planning Team  
Proposed Meeting Schedule**

Colleagues,

From now through July, we agreed to meet on the second and fourth Tuesdays of each month, with the exceptions shown below. Here is my understanding of our upcoming meeting schedule. Please advise me if we need to correct this list. Thank you.

**Wednesday, 30 January 2002 11 am until Noon**

Desired outcome: Update from DALNET Board meeting. Plan for upcoming conference calls

**Tuesday, 5 February 2002 9 am until 11 am**

Desired outcome: TBD

**Tuesday, 19 February 2002 10 am until Noon**

**Tuesday, 26 February 2002 10 am until Noon**

**Tuesday, 12 March 2002 10 am until Noon**

**Tuesday, 26 March 2002 10 am until Noon**

**Tuesday, 9 April 2002 10 am until Noon**

**Tuesday, 23 April 2002 10 am until Noon**

**Tuesday, 14 May 2002 10 am until Noon**

**Tuesday, 21 May 2002 10 am until Noon**

**Tuesday, 11 June 2002 10 am until Noon**

**Tuesday, 25 June 2002 10 am until Noon**

**Tuesday, 9 July 2002 10 am until Noon**

**Tuesday, 23 July 2002 10 am until Noon**