

NEAIR Strategic Planning Cycle (Short and Long Term)

Q1 Winter Steering Committee (SC) Mtg.

- Conduct a SWOT Analysis @ SC Mtg.
- SWOT provides context for reaffirming/ editing core competencies, MVV, goals, objectives, and action plans
- Approve plan for current year; date the version

Q2 Spring SC Mtg.

- Strategic Planning Session (dedicated)
 - Review current plan and provide updates; date the version
 - In Year 2 of current plan, begin scoping next three-year strategic plan (President and President-elect with guidance from Past President)
- **Scope 2022 – 2024 plan in 2020****

Q3 Summer SC Mtg.

- Mid-year cycle check-in
- Approve budget for strategic initiatives in the upcoming year in light of the five-year budget (Must happen by June)

Q4 Fall and Nov. SC Mtgs.

- Document accomplishments
- Assess progress to goal using metrics and benchmarks
- Edit action plans
- Assess planning process; propose adjustments that feed into the next year's planning during the Winter SC Mtg.; Prepare for incoming chairs and new elected officers
- Complete an environmental scan (that informs a SWOT analysis at Winter SC meeting)