

## Minutes of the Q&P Strategic Planning Meeting on May 21, 2003

### Participants (in alphabetical order)

Christine Anderson-Cook, Karen Copeland, Will Guthrie, Jeff Hooper, Ramon Leon, Angie Patterson, Tim Robinson, Tom Ryan, Gwen Stimely, Lonnie Vance, Mark Vandeven, Steve Zayac

### Agenda

1. Review the "current" strategic plan (attached)
2. Assign a status to each of the 12 items on the current plan:
  - a. Complete (therefore remove from the plan)
  - b. Incomplete, but action items are ongoing (define activities which are ongoing & determine appropriate timeline)
  - c. No action items identified
3. Identify new "high level" items for the strategic plan
  - a. work in breakout teams outside the conference call to brainstorm lower level action items
  - b. report back at a later date (JSM?)

#### 1. Review the "current" strategic plan

See item 2 below.

#### 2. Assign a status to each of the 12 items on the current plan

1. Increase ability to communicate via web, search engines, email, etc.

This item is ongoing, but needs a more explicit planning and action items, for example, advancing the website; stable QPRC website, improving electronic communication across members, etc. Gwen suggested there might be a need for more people on the Q&P Section Website Committee. After further discussion it was agreed that the QPRC and the Q&P Section would cooperatively develop an integrated set of website requirements to meet the needs of both organizations. The requirements will be completed by the end of this calendar year. Ramon Leon (representing the current website and its functionality) and Jeff Hooper (representing the needs of the QPRC) agreed to serve on the website committee to develop the requirements and to recommend how the development to meet these integrated requirements would be undertaken. Angie Patterson agreed to add at least two more people to the website committee, with one person added being the chair of the website committee, by the JSM in August, 2003. It is anticipated that the development of the integrated website would be contracted to some third party, with the costs of the development shared between the QPRC and the Q&P Section. The initial target for completing the project is early April of 2004 in time for the 2004 QPRC.

2. Consistently offer short courses on topics consistent with our mission at the joint statistical meetings and Q&P research conference.

This is another ongoing activity. There is an opportunity to develop a process for proactively delivering these courses.

3. Consistently offer short courses in venues other than the formal meetings.

Not initiated; lower priority than item 2; exception is communicating to members about others offered – need a process (perhaps as part of item 1).

4. Make the transition to electronic proceedings.

Completed.

5. To promote introduction of Quality and Productivity concepts and tools in courses, seminars and workshops.

Not yet initiated; it would probably be better to focus on item 2.

6. To promote the application and proper use of Quality and Productivity concepts and tools to improve courses, seminars and workshops.

This item is ongoing in the sense of QPRC, JSM program, etc; need focus, drive, and vision to take this to the next level.

7. To promote the application and proper use of Q&P concepts and tools to improve processes.

See comments on item 6 – could be combined with item 6.

8. Promote an improved exchange of ideas and problems between quality and productivity researchers and practitioners.

This goal is being carried out via QPRC and short courses (depending on venue). It would be good to improve communication from practitioners to researchers.

9. Use the leverage Q&P has with other organizations to achieve our strategic goals.

We have started to improve our linkages to INFORMS and ASQ. We now need to think about what other organizations we can work with for sharing of best practices and other activities.

10. To develop criteria characteristics for statistical engineer or industrial statistician or statistical scientist or Q&P Statistician.

This item has not yet initiated, other than discussions about the Master Black Belt Body of Knowledge.

11. To make the term industrial statistician (statistical engineer, statistical scientist, or Q&P statistician) a recognized term and understanding of the term by the customer base.

This item has not yet initiated, other than discussions about the Master Black Belt Body of Knowledge. A broader definition of our customer base may be needed here.

12. Define and implement a strategy for the use of the Mary G. Natrella fund.

This item is essentially complete (very tactical at this stage); need improved marketing to students; connect with QPRC on building up the Natrella Scholarship Fund or increasing the quantity of scholarships.

### **3. Identify new "high level" items for the strategic plan**

After discussion, it was agreed that everyone would think of new items for the strategic plan individually and then email their ideas to Angie. She will then compile and consolidate them into a new draft plan which she will send out for comments and eventual balloting. Comments should be sent to Angie by June 12, 2003.

#### **Action Items from this Meeting**

1. (All) **Email Angie additional items that should be added to the Strategic Plan by June 12, 2003.** Any comments or additional input on the existing items is also welcome. Angie will summarize this input and mail out a draft of our new strategic plan for further discussion.
2. (Angie) Appoint a Chair and at least one other person to the website committee prior to the JSM in August, 2003.
3. (Web Site Committee) Develop an integrated set of website requirements to meet the needs of both the Q&P Section and the QPRC in time for a contractor (still to be selected) to complete the new site by early April, 2004.