

LYSB BOD Goal Setting

October 23rd, 2012

SMART GOALS

SMART¹ goals can be described as:

- ▶ *S - Specific*
- ▶ *M - Measurable*
- ▶ *A - Attainable (Achievable)*
- ▶ *R - Realistic (& Worth doing)*
- ▶ *T – Time-Bound (& Timely)*

▶ ¹[http://business.lovetoknow.com/wiki/Examples_of SMART Goals and Objectives](http://business.lovetoknow.com/wiki/Examples_of_SMART_Goals_and_Objectives)

Specific and Measurable

- ▶ In order to be successful in reaching a goal, a clear picture or “vision” is required.
 - Poor example: "I want to lose weight" or "I want to save some money for college"
 - RE: Not Specific; Success not readily measured
 - Better examples: “I will lose 15 pounds by Christmas” or “I will contribute \$200 per month to the 529”
- ▶ Achieving the goal is easier if you know what success looks like.

Attainable and Realistic

- ▶ Goals need to be attainable and realistic
- ▶ Identify what resources needed to achieve the goal
 - What skills, support and resources are needed to accomplish the goal
- ▶ Is the goal supported by the Organization?
 - e.g., I want to double the size of my department in the next year.
 - Success would require support that may not be given.

Time-Bound

- ▶ The goal should be accomplished in a specific timeframe

1. Give yourself the necessary time to reach the goal; set a specific date by which you will reach the goal.

2. Break the goal up into achievable milestones, each with a time for achieving the goal.

- I will graduate from college in 3 years
 - Year 1: 40 credits
 - Year 2: 30 credits (+ 10 summer school and money from Mom)
 - Year 3: 25 credits (+ 15 credits paid internship)

GOAL 2:	Objectives / Steps necessary to achieve the Goal	Resources needed	Deadline for achieving the Action	Status / progress on completion of the Goal
Identify 2 - 3 areas to improve the LYSB BOD and Committee Effectiveness	1. Develop Survey to Assess current perspectives	Administrative & Web site access?	Jan. 2013	
	2. Summarize and present Survey results to BOD with initial recommendations for improvement		Feb. 2013	
	3. Collect feedback from BOD		Feb - March	
	4. Prepare recommendation for BOD process going forward & Meet with Executive Committee and LYSB Director to finalize		Apr. 2013	
	5. Present Recommendations to LYSB BOD for endorsement		May meeting	

Next steps

- ▶ Questions?
- ▶ Ask for endorsement of the process, by committee
- ▶ Send out templates this week (with Modifications as required)
- ▶ Request committees chairs to present to Executive Committee their goals by next meeting
- ▶ Write up goal setting process (with timelines) for next year