

Participants are strongly encouraged to [view the online presentation](#); phone-only is *backup* option.

*If you use your phone for the audio portion of the call, do not place the call on hold. Do not join by phone & computer audio in the same room. **All calls are scheduled for 9AM.** The meeting begins at 9:03PM.*

<b>Month</b>	<b>Day</b>	<b>Discussion Topic</b>	
January	12	Data Integrity: Attribution / Verification <i>Tentative guest: Balch &amp; Bingham Business Boost</i>	<b>(UA)</b>
<i>February</i>	<i>10</i>	<i>Mid-Year DLA Report &amp; Success Story Due</i>	
February	9	<del>Impact Survey Prep + "Open Mic"</del> Aspire 2023 Review; Client Sat Survey	<b>(UNA)</b>
March	9	<i>Guest speaker: Improving Presentation Skills</i> Advisor Success Stories & Mid-year Report Prep	(Lead)
April	13	Check-In Day: 1 on 1 calls w/ each center (tentative) Strategic Plan Check-in; Mid-Year Performance	
<i>April</i>	<i>15</i>	<i>Mid-Year SBA Report Due &amp; Advisor Success Story Due</i>	
May	11	Client Satisfaction	<b>(UAH)</b>
May	17-21	Accreditation review week via Zoom (tentative)	
June	8	Client Needs / Vetting	<b>(AU)</b>
July	13	"Open Mic"	<b>(PTAC)</b>
<i>August</i>	<i>7</i>	<i>DLA Final Report Due</i>	
August	10	Market Needs	<b>(ASU)</b>
<i>August</i>	<i>20</i>	<i>SBA Advisor Success Story Due</i>	
September	14	Prof. Development	<b>(TU)</b>
September	21-24	National Conference – Indianapolis	
October	12	Employee Satisfaction & Engagement	
<i>October</i>	<i>15</i>	<i>SBA Final Report Due</i>	
October	<i>tba</i>	<i>Strategic Plan Check-in</i>	
November	9	Stakeholder Needs & Satisfaction	
December	14	Data Security, Confidentiality, Conflicts, Individual Prof Dev Plans	<b>(UWA)</b>

## **Attendance**

Everyone is expected to log in for these calls. **Mark your calendar** and **schedule meetings around these calls**. Submit absence notifications directly to the State Director.

## **Standing Agenda Items**

First 30m: Year-to-date performance measures for all funding partners. Final 30m: Discussion Topics, lead by a different center each month. The agenda for "Open Mic" calls will be determined by SBDC/PTAC advisors and directors.

Please send additional agenda items to Mike Brooks. [Michael.Brooks@ua.edu](mailto:Michael.Brooks@ua.edu)

Additional dates for updating the strategic plan will be added once the plan is launched and an update schedule has been established.