

Strategic Planning Council
9/9/08, 9:00am

PRESENT: Allaire, Daniel, Fenner, Gonzalez, Jaffee, Jaffee, Robinson, Serwatka, Workman

Announcements and Business

Mark Workman opened the meeting at 9:05am. He welcomed new representatives Kathy Robinson and Larry Daniel, and thanked Larry Daniel for agreeing to chair the research subcommittee (group 3).

Minutes were approved from the August 25 meeting.

Discussion of Working Group Membership

A chart detailing proposed subcommittee representation was distributed. Workman asked the group to review the suggested subcommittee membership lists, and offer recommendations or changes as appropriate.

Each of the subcommittee chairs discussed the rationale and benefits to each proposed member of their respective subcommittees. A few changes were proposed, to address overlap and optimal representation among the working groups.

Workman said he felt the core of the working groups had been successfully established, and said augmentation could be added as necessary. It was determined that the membership charts would be adjusted according to the suggestions of the council, and re-evaluated at the next meeting.

It was reported that President Delaney will announce the objectives of the Strategic Planning Council, electronically and personally at Fall Convocation. After this is done, individuals will be contacted to participate in working groups.

Structure of Strategic Plan

A handout detailing the University's Strategic Planning and Continuous Improvement process was distributed. Workman asked the group for input on whether they felt this structure would be practical for detailing its findings. It was determined that the established structure will be used.

Mauricio Gonzalez noted that action steps that will be formulated by the SPC should translate across divisions.

There was discussion about whether metrics should go under goals or actions. Tom Serwatka suggested that one or two examples be created to assist individuals in developing their plans. Mark Workman determined that the strategic plan template can be refined as need be, while retaining the current general format of the software.

Workman asked the group whether they preferred to keep the goals broad, using the five defined in the mission and vision statements, or if they felt it would be beneficial to break

them down into sub-goals. There was consensus for maintaining the five broad goals, and listing as many actions as necessary to achieve them, with the understanding that they be communicated at divisional, broad-reaching levels.

Summary

Mark Workman said he would work on cleaning up the language of the Strategic Planning and Continuous Improvement software, and bring it back to the group for review.

There was discussion about identifying peer and aspirational institutions for benchmark purposes. It was determined that this issue will be revisited, and that Tom Serwatka's group will inform the other groups throughout the process of pertinent information from its findings.

It was determined that the group will reconvene after official announcements are made to the campus community concerning the SPC's mission. Mark Workman noted that it would be desirable to have information to report to the BOT by the time of their November workshop, including the SPC's purpose, what kinds of actions are being defined, and what institutions are being considered for peer and aspirational benchmarks.

Meeting adjourned.

Minutes submitted by Melody Taylor