



MEETING NOTES

STRATEGIC PLANNING STEERING COMMITTEE

1.28.15

SPSC MEMBERS PRESENT:

Stephen Bradley, Dottie Caplan, Phil Farabaugh, Aryya Gangopadhyay, Tyson King-Meadows, Kim Leisey, Vanderlei Martins, Carole McCann, Dan Miller, Bennett Moe, Yvette Mozie-Ross, Ken Pittman, Philip Rous, Mavis Sanders, Lynne Schaefer, Sarah Shin, Laila Shishineh, Greg Simmons, Karl Steiner, Bruce Walz, Claire Welty

STRATEGY GROUP CO-CHAIRS PRESENT:

Devin Hagerty, Jeff Leips, John Schumacher

SENIOR ADVISORS PRESENT:

Lisa Akchin, Michael Dillon

TECHNICAL ASSISTANCE TEAM PRESENT:

David Hoffman, Roland King, Leslie Tinker, Jill Wardell, and Dinah Winnick

AGENDA

Review planning timeline and goals for meeting

Foundations Work Group update

Small group discussions with Strategy Group Co-chairs

Full group discussion: Final report elements and process

DISCUSSION HIGHLIGHTS

Foundations Work Group Update

Lynne Schaefer reviewed the process used to identify opportunities and pain points associated with foundation elements including facilities, funding, information technology, sustainability, and people. The group determined it most effective to prioritize the list of identified pain points, research best practices, and share strategies and opportunities with the strategy groups and the strategic planning steering committee.

Information and data collected has been shared with the strategy groups on Box.com for use in supporting their work.

Small Group Discussions with Strategy Group Co-chairs

Steering committee members participated in small group discussions with the co-chairs of each strategy group to share observations and thoughts on their work to date and offer guidance on next steps.

Final Report Elements and Process

The group discussed the elements of the draft final report that will be shared at the 2015 University Retreat for campus feedback.

A straw report format was presented to generate conversation with Steering Committee members. The format centered on inclusion of a one- or two-page succinct summary of recommendations from each strategy group for easy accessibility and tracking. The draft report would also include a supporting narrative specific to each group's charge and recommendations, a summary of stakeholder engagement, and a list of strategy group members.

Discussion and Questions:

- Emphasis on keeping the report as concise as possible
- Create online document with navigation that links to explanations as to how groups arrived at the proposed recommendations.
- Online format will help with cross-referencing documents and the content of those documents
- Give more freedom to the strategy groups for their reporting with a general understanding of our goals.
- Talk about measures of success and how they directly tie to our overall goals.
- Some topics cross groups and final reports can be cross referenced; integrating those points gives credibility.
- Create a subcommittee tasked with designing and writing the final report.
- Do we want to separate the Foundations information or link them to strategy group recommendations?
- Will recommendations be presented in traditional format outlined by each group, or are we going to prioritize the recommendations across all of the focus areas?
- Do the strategy groups do a majority of the work themselves or work directly with Steering Committee?

NEXT STEPS

- Strategy group co-chairs continue campus engagement in meetings with the campus community.
- Formalize final report requirements and format; assign responsibilities across strategy groups, Foundations Work Group and Steering Committee members.

NEXT MEETING

Monday, March 9

3-5 p.m.

7th floor, Albin O. Kuhn Library