STRATEGIC PLANNING COMMITTEE
Meeting Minutes
November 17, 2011

Members Present: Lisa Foss, Kristian Twombly, David Sikes, Judith Kilborn, Debra Leigh, Juliet Ogembo, Casey Gordon, John Burgeson, Jennifer Quinlan, Joe Melcher, Brady Haggstrom, Sara Grachek, Sue Pope, Mark Petzold, Mike Reedy, Debra Carlson, John Eggers, Kerry Marrer, Plamen Miltenoff, Mike Sharp, Debra Gold, David DeGroote, Mark Jaede, John Palmer, Lalita Subrahmanyan, Tony Akubue, Margaret Villanueva,

Minutes – November 3, 2011:
Approved - No changes

Additional Agenda Items:

- Update on the Student Portal

Web refresh focus group SPC volunteers

Loren Boone and Earthbound Media Group are seeking 6 SPC volunteers to participate in a focus groups around the web refresh for SCSU. Please contact either David Sikes or one of the co-chairs if you are interested.

SPC sub-group recommendation report

- How do we handle a situation where a faculty member is elected to a three year term on the SPC and simultaneously elected as faculty co-chair?
  - It was suggested that we leave it up to the FA to decide how to stagger and complete the terms.
- Is it reasonable to think that we will be able to reconstitute the committee in Spring of 2012 considering that classes for faculty have already been scheduled?
- The goal is to put out a call and have FA representatives in place by the January 19th meeting.

Move to accept the membership and terms document as revised including the correction of typos.
Motion: Mike Reedy Second: Mike Sharp No objections Motion passes

Move that the current faculty co-chair continue on the committee through the end of Spring 2012 and that early in the spring semester the SPC will hold an election consisting of a two year term for the faculty co-chair. It will be understood that this election will be considered as being held in Fall 2011. This is a one-time exception.
Motion: Judy Kilborn Second: Joe Melcher Friendly amendment: Debra Gold No objections. Motion Passes.
Technology consultant assessment report discussion forums tentative schedule

Agenda for the meetings

- There was concern around the density of the report and how we would work through it.
- What is the timeline?
- The report provides background material and suggests a structure for consideration.
- It was suggested that we establish a sub group to put together a summary of the report that would be used as a campus presentation.
- Some of the recommendations are buried in a paragraph of the report and it will be important to pull out those recommendations in summary format.
- Suggested that we extend the session length to give the opportunity to give a background summary and then solicit feedback.

Sub group volunteers who willExtract out the recommendations from the report and try to summarize them and bring back to the full SPC at the December 1 meeting.

- Casey Gordon
- Jennifer Quinlan
- David Sikes
- Lalita Subrahmanyan

Student Perspective:

- Recommendation requested from students as to how to solicit feedback from the students

Strategic Action Plan revision

- Form a subcommittee that will incorporate feedback in the form of revised document.
- Deadline for having revised draft for December 1, 2011 meeting.

HLC Quality Initiative Proposal

- Identify by end of 2011 what our quality initiative proposal will be:
  - Institutional learning outcomes
- Feedback:
  - Sub-group will be formed to work on a method of feedback on what the process would look like.

Community Engagement vision and plan

- Feedback:
  - Clarify the integration of classes and volunteer work.
  - Include co-curricular activities in the definition.
Update on Student Portal

- Technology Fee Committee voted to create a student portal
- Survey went out to see what was wanted
  - Single sign-on was the biggest request
  - Reduced sign on was created (RSO)
- Phase II
  - Collect feedback now on what more the students want
  - Student Feedback Sessions
  - Stakeholder Meetings
- Product has been chosen- UPortal
- Portal framework will be in place the week after Thanksgiving – Consultant will develop.
- Open beta of the portal during Spring semester