STRATEGIC PLANNING COMMITTEE
Meeting Minutes
January 31, 2013

Members Present: Lisa Foss, Kristian Twombly, David Sikes, Bob Lessinger, Diana Lawson, Kerry Marrer, Michele Mumm, Judy Kilborn, Jennifer Quinlan, Patrick Jacobson-Schulte, Mark Springer, John Palmer, Debra Leigh, Susan Hubbs, Mark Jaede

Meeting Minutes
None

Announcements and additional agenda items
None

HLC Quality Initiative Proposal

Move to accept the language and move forward with our approval each section of the document as outlined below.

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Motion:</th>
<th>Second:</th>
<th>No objections</th>
<th>Motion Passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Overview of the Quality Initiative</td>
<td>Mike Sharp</td>
<td>Judy Kilborn</td>
<td>No objections</td>
<td>Motion Passes</td>
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<tr>
<td>2.</td>
<td>Sufficiency of Initiative’s Scope and Significance</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
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<tr>
<td>3.</td>
<td>No objections</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
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<td>4.</td>
<td>No objections</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
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<td>5.</td>
<td>Clarity of the Initiatives Purpose</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
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<tr>
<td>6.</td>
<td>No objections</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
</tr>
<tr>
<td>7.</td>
<td>No objections</td>
<td></td>
<td></td>
<td>No objections</td>
<td>Motion Passes</td>
</tr>
</tbody>
</table>

Discussion on the overall cost:
- Some costs are already happening including the purchase of the Tk20 Assessment Software
- We will need a complete and up to date assessment plan
- Technology will help save faculty/staff workload
- Full cost of implementing the system is not known at this time and it is recognized that there are start-up costs that need to be quantified.


Move that we add a sentence describing on the Technology side there will be up-front costs and behind the scenes costs for faculty/staff training and support, both technical and personal as well as the IT maintenance and updating of the system. There is a potential for there to be a reduction of workload in the future but recognizing there will be additional workload upfront.

Motion: Susan Hubbs  Second: Judy Kilborn

Substitute Motion: John Palmer

Prepare correspondence to the provost and president that informs them that the true cost of implementation includes startup costs, costs associated with workload and ongoing training and support.

Move to postpone the motion until review of the document has been completed:

Motion: John Palmer  Second: Judy Kilborn  No objections  Motion Passes

8. No objections  Motion Passes

9. As amended (see below)  No objections  Motion Passes

Amendments:
- Faculty representations – HLC Quality Initiative Steering Group members need to be appointed by the Faculty Association.
- Acknowledges that the faculty committees make their recommendations to the FA and then have the FA act on those recommendations.
- Include a sentence that speaks to the importance of diversity.

Amended description of the HLC Quality Initiative Steering Group:

The HLC Quality Initiative Steering Group will have 15 diverse members as described below (abbreviations as follows: Inter-Faculty Organization (IFO), Administrative and Service Faculty (ASF), Minnesota Association of Professional Employees (MAPE)):

- 5 members of the SCSU Strategic Planning Committee
  - Administrative co-chair
  - IFO Faculty co-chair
  - Student life/student support co-chair (selected by ASF)
  - 1 additional IFO Faculty representative
  - 1 additional student life/student support representative (selected by ASF)
- 2 IFO Faculty from the University Curriculum Committee
- 2 IFO Faculty from the University Assessment Committee
- 2 members from the Student Success Steering Committee (selected by the SSSC)
- 2 students from Student Government (selected by Student Government)
- 1 IFO Faculty from the Liberal Education Program Committee
- 1 administrator from Academic Affairs Council
- 1 technical or content expert (selected by MAPE)
- Steering group will consult technical and content experts as appropriate
Move that we add: The HLC Quality Initiative Steering Group will have a diverse 14 member…
Motion: Debra Leigh Second: Susan Hubbs No objections Motion Passes.

Motion to strike student life/student support in each description and replace it with ASF.
Motion: Mike Sharp Second: Dan Gregory No objections Motion Passes.

Motion to add a technology expert (selected by MAPE) to the Steering Group and change the total number to 15.
Motion: David Sikes Second: Susan Hubbs No objections Motion Passes.

Motion to keep the option of consulting an on-call technical and content expert if needed.
Motion: Mark Springer Second: Susan Hubbs No objections Motion Passes.

10. No objections/ Motion Passes
11. One objection/Motion Passes
12. No objections/ Motion Passes

Motion that the SPC recommend and move forward the entire document as amended.
Motion: Mike Sharp Second: Jennifer Quinlan One objections Motion Passes

Notes will be provided to President Potter and Provost Malhotra

Adjourn