Strategic Planning Committee Meeting  
March 20, 2014  
Meeting Minutes

Members Present: Lisa Foss, Alex Polacco, Laura Finch, Judy Kilborn, Patrick Jacobson-Schulte, Jennifer Quinlan, Mark Petzold, Kristian Twombly, John Eggers, Debra Carlson, Mark Springer, Mike Sharp, Dan Gregory, Dick Andzenge, Lalita Subrahmanyan, Geoffrey Tabakin, Tracy Ore, Steve Hornstein, Jerett Reuter and Matt Gutsch. Visitor: Jeff Johnson

Announcements and additional agenda items

- Introduction and welcome to our new student representatives, Jerett Reuter and Matt Gutsch.
- Steve Hornstein stated that the Faculty Association remains concerned with the administration not recognizing a member of the faculty association selected as a member of the committee. He stated that everyone should be concerned by this as there may come a day when a selected member of their group would not be recognized by administration as well. Kristian noted that meetings are open to the public but visitors are able to speak through their representatives and not directly to the group.

HLC Quality Initiative

- The HLC Quality Initiative was then discussed with Lisa presenting a listing to the group of those that would be serving on the sub-groups. There are still some open slots and the group was asked to encourage anyone they thought would have a desire to become a member. Steve Hornstein reported that there was not a quorum at the last Faculty Senate meeting so there was no action with regard to prospective members of the sub-groups. Lisa then asked for reports from the sub-groups.
- Internal Outcomes Analysis – John Eggers reported that their group had met for 2 hours over spring break. They discussed SLO’s from other schools and how we want to assess SLO’s to give information to the group. They are trying to get complete student SLO’s for the university.
- External Outcomes Analysis – Kristian Twombly stated their group was to have their first meeting this afternoon. They are to discuss capture work that has been done around the outcomes similar to the internal group. The value rubrics and documents they will be using are on the SharePoint site.
Communications – Deb Carlson stated that the group had not yet met and are scheduled to meet next Tuesday.

Institutional Outcomes Assessment – Lisa Foss indicated that this group would not be meeting until after some of the work had been completed by the other groups. They have submitted an application to the AAC&U and will be sending up to 6 people to training in June.

April 4th is a non-student Faculty Duty Day and the External, Internal and Communications subgroups will be sharing with the Faculty work that has been done on the HLC Initiative. Lalita will talk with Kristian about the time and location for this discussion to take place. Kristian and Steve will do a personal email to faculty about the presentation in an effort to engage faculty in this process. Kristian will also reach out to the Dean’s in colleges that have persons with assessment responsibilities.

Discussion then turned to the Center & Institute approval process. The Provost had visited with the group at a previous meeting and had asked the group to set up recommendations regarding the naming process. Lisa asked the group how they would go about this. Did they want to form a sub-group and did they have any concerns with regard to the process?

What came out of the discussion was that there was no clear definition of what a Center verses an Institute was. If we can come up with definitions, the naming process will fall into place more easily. When questioned whether we currently had a process in place it was unclear. There was some discussion about this around the time of reorganization but there is nothing “official” as of today.

There was also question of what the role of the faculty would be that have responsibility in the Center/Institute. It was suggested that we need to look at the Centers/Institutes we currently have (there are 7 listed in the directory) and work with current and future ones to make certain they are “healthy”. We need to come up with some definitions. What are they? How are they supported and how do we recognize them? Do we sometimes use “Center” in place of “office”?

Lalita felt that a small group was best and that they could work on definition/structure and external analysis and bring it back to the larger group moving forward.

At the end of the discussion, Lisa proposed establishing a small group to organize the conversation. There was no further discussion and Lisa and Kristian will put a call out to the group for committee members for this group.
Presentation of the SOPA Strategic Plan

Dean Orn Bodvarsson along with Mary Clifford and Steve Hennessy appeared before the group to discuss the plan. The elements of the strategic plan being:

- Mission, Vision and Values
- Assessing Strengths and Challenges
- Identify Strategic Themes/Objectives
- Identify Results
- Time Line
- Work Plan
- Duration 5 Years

They came up with 4 themes:

- Empowering student centered success
- Innovative, integrated curriculum & scholarship
- School wide human resource excellence & adaptability
- Promoting internal & external collaboration

Dean Bodvarsson shared a PowerPoint presentation which will be put on the SharePoint site. There were questions and comments from the group on the presentation and the movement forward of the plan.

Move that the Strategic Planning Committee recommends that the SOPA Strategic Plan move forward.

Motion: Dick Andzenge    Second: Tracy Ore    No objections    Motion Passes