

Office of Executive Director of Institutional Effectiveness (EDIE) and Human Resources

WHAT: University Strategic Planning Team Meeting Minutes

WHEN: 3:00 – 13 September 2017

WHERE: Caspari, 3rd Floor – Henderson Conference Room

ATTENDANCE:

President: Dr. Chris Maggio

Interim Provost and VP, Academic Affairs: Dr. Vickie Gentry

Interim VP, The Student Experience: Frances Conine

VP, Technology, Innovation, and Economic Development: Dr. Darlene Williams

VP, External Affairs: Jerry Pierce (Absent)

Asst. VP, External Affairs for University Advancement: Dr. Drake Owens (Absent)

Executive VP, University, and Business Affairs: Dr. Marcus Jones

VP, Business Affairs, and Controller: Carl Jones

Intercollegiate Athletics: Greg Burke

Faculty Senate President: Dr. Thomas Reynolds

Executive Director Institutional Effectiveness & Human Resources: Veronica Biscoe

Director of Institutional Effectiveness: Frank Hall

AGENDA:

- ❖ **AY 2017-2018 IE Model Planning Calendar.** The Committee reviewed the AY 2017-2018 meeting and assessment calendar with the DIE highlighting assessment requirements for the mid-year brief, scheduled for 10 January 2018, to the President.
- ❖ **AY 2017-2018 Mid-Year Update Brief.** The DIE covered the briefing requirements for the mid-year review with the Strategic Focus Area (SFA) leads. Each SFA will update their respective metric tables indicating either progress, status-quo, or decline for each metric. They will highlight those areas doing well and those areas requiring additional attention. Lastly, they will address any support needed.
- ❖ **AY 2016-2017 Decision Tracker.** The DIE highlighted the process below. The decision tracker now reflects 15 decisions. The Committee will continue this process until the remaining sixty recommendations and/or proposed decisions are exhausted.
 - **Purpose.** Establish a comprehensive and transparent methodology to reach resolution on the recommendations and/or proposed decisions presented in the AY 2016-2017 Assessment Cycle.
 - **Objective.** Have the appropriate authority make the best decision that will effect positive change in a timely manner.
 - **Facts.**
 - 78 Recommendations – Decisions

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- No longer grouped by SFA – some intersect among the five categories
- Many cross over into multiple areas of responsibility

➤ **Recommended Approach.**

- President led collaborative decision-making process
 - Use Strategic Planning Team (STP) as controlling/monitoring entity
 - Via a series of meetings, sequence through each SFA to determine the following:
 - Approval or denial
 - Delegate authority for decision (follow-up regarding results would be required as directed)
 - Assign responsibility for further development/investigation prior to decision (timeline for update established)
 - Table (must have acceptable rationale – timing might not be right or pre-conditions must be complete – will need a timeline for reconsideration)
- ❖ The DIE updated the Committee regarding the upcoming agenda (below). The Committee will grow its membership to include Dr. Betsy Cochran and Steven Gruesbeck for their roles in Research and Community/Public Service respectively.

Next meeting 18 October at 3:00 in the Henderson Conference Room, 3rd floor Caspari Hall.

- ❖ Finalize Strategic Planning Team composition
- ❖ Strategic Planning Team roles and responsibility
 - Establish a forward focused planning and assessment process – looking out 3-5 years
 - Drive and lead University through change
 - Position the University to accomplish its mission
 - Receive and action University Community concerns/issues (defined)
- ❖ Continue with AY 2016-2017 Decision Tracker
- ❖ Introduce SACSCOC new principles; Review with consideration of assignment to the appropriate entity

Prepared by: Frank R. Hall

14 September 2017