Strategic Planning Committee Minutes

February 22, 2008, 3:00 p.m. - 5:00 p.m.

Present
Kyle Carter, Melissa Wargo, Jed Tate, Bil Stahl, Steve Henson, Marie Huff, Richard Beam, Michael Dougherty; Dianne Lynch,

Absent
Samantha Strazanac, Jason Coggins, Raymond Barclay, Marilyn Chamberlain, Sam Miller, Scott Higgins; Tom McClure, Jeanine Newman

Recorder
Kirsten Huscusson

Minutes

**DISCUSSION**

**UNC-T workgroups – updates, (Melissa)**

- General Issue: how to keep responses manageable, use templates effectively
- Initiatives must be prioritized - Kyle put forth the concept of “planting flags” what are we known for & what do we want to be known for
- Dianne announced first meeting of UNC-T Community Advisory Committee will be next week for chancellor to introduce members to process

**Group Updates**

- Richard Beam – issue that groups are not reviewing strategies strategically with an eye towards prioritizing or funding; not looking at what we already have in place
- Bil Stahl – looking at things that can be enhanced or broadened – areas where we could have the most impact, and areas of overlap
- Michael Dougherty – trying to create conditions for input:
  - Built webpage for people in department to read
  - Commitment that by noon Monday subgroups will have initiatives on website
  - Dean’s Council at Chapel Hill – 3 issues of importance that will be reflected in the B-20 document
    - Increase production of teachers
    - Teacher recruitment plans and related strategies
    - Funding relating to how universities can support beginning teachers
- Steve Henson –
  - Group started with identifying what we are currently doing
  - Next meeting will involve gap analysis.
  - Keeping discussion at high level
- Marie Huff
  - First prioritized recommendations; where we are, where we would like to be
  - Promote wellness on campus; focus on issues of substance abuse, obesity, employee wellness, violence, etc.
  - Kyle noted need to address nurse recruitment and teacher recruitment
  - Dianne remarked on importance of efficiency and reallocation of existing resources before requesting additional resources
- Environment:
  - Meeting with large number of department heads; soliciting input before on-campus forums
  - Intend to compile all initiatives and discuss prioritization and reorganization next week
| Concerns (Kyle, Melissa) | • Marie Huff expressed concern that if group doesn’t create an initiative they may miss out on opportunities
• Melissa reminded group that WCU will eventually be accountable for initiatives in report
• Michael Dougherty expressed concern that reader(s) of report should feel we have taken all issues under consideration; report should indicate WCU is not ignoring any problems but looking at it at all of them at some level
• Melissa suggested items such as above might appear in introductory narrative for group
• Kyle suggested workgroup chairs to get together in approx. 1 week to discuss some of the big issues face-to-face |
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<td>Action Items</td>
<td>• Set up lunch meeting for Work Group chairs/co-chairs</td>
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| Section Five (Melissa) | • Workgroups have been designed around Section 4; Section 5 is about systemic changes
• Kyle & Melissa discussing SPC being the body to address that section |
| Action Items | • Review info from June report
• Review 7 recommendations in Section 5
• Approach in similar fashion to workgroups in assessing where we are, gap analysis
• Kyle – 5.1, 5.2, 5.3 will be addressed by Provost Office as they have documents recently revised which would be appropriate to mine
• 5.4, 5.5, 5.6 (possibly Pace Initiative), 5.7, 5.8 – what group will really focus on
• Melissa noted that the timeline indicates that we must respond to Recommendations 5.6-5.8 by May 1 and 5.1-5.5 by December 1.
• SPC will begin discussion of Recommendations 5.6-5.8 at next meeting. |
| Final Report | Conceptualization of what we are trying to produce in order to guide process |
| • I. Executive Summary – high level synopsis/collapsing of initiatives into large concepts, identifying priorities; where can we have biggest impact without giving impression that we are ignoring other areas; relate to funding priorities
• II. Introduction – organization of response and process; institutional context; impact on region; relate to funding priorities
• III. Findings - address each of 7 finding areas of workgroups 4.1 – 4.7
  o Intro, synopsis of gap analysis, list of all recommendations, standard narrative deadline with NOT responding to all recommendations
  o Discussion that there are some initiatives that we will not have a great deal of response on due to fact we are already responding well; plus addition of Section 5.6 – 5.8
• IV. Implications
• V. Next Steps
  o Implementation process
  o Melissa – has Chancellor indicated how the implementation process will look?
  o Dianne – main goal is to define each institution’s mission; specifying goals, needs, etc. for each institution; implementation is not on immediate horizon |
| Action Items | • Dianne has conference call Tues – will reiterate question regarding format and what format GA is looking for |
| Spring Break | • Consensus to cancel Spring Break Meeting |