

Strategic Planning and Resource Council

Minutes September 7, 2012

Dr. Reese opened the meeting at 8:10 in Wingo Hall 214.

Attendees Present:

Dr. Nancy Reese, Chair
Stephanie McBrayer, President Staff Senate
Spencer Sims, President Student Government Association
Dr. Kevin Browne, President Faculty Senate

Guests:

Dr. Wendy Castro, Director of Assessment

Handouts:

- A copy of the Strategic Planning Initiatives, Campus-wide Meeting, 11/22/10.
- A copy of the letter from Dr. Janet Wilson with a copy of the Request for New Funding form, a copy of the Timeline for Strategic Budgeting, FY 2012-13.
- From Dr. Jonathan Glenn, a copy of the Strategic Goals and Initiatives, 2011-2016 and a sheet with proposed changes to the goals.
- A draft of Goal two (2) changes from Dr. Wendy Castro.
- A copy of Strategic Budgeting Advisory Committee Meeting Agenda for September 13, 2012.

Discussion:

Proposed Changes to Goals and Initiatives:

A proposal from Dr. Jonathan Glenn outlining a restructuring of current Strategic Plan Goals and initiatives to combine Goals 2 and 3 and create a new goal related to financial health was reviewed. SPARC members expressed favor of the redistribution of initiatives from Goal 3 to Goals 2 and 6. Discussion ensued regarding the addition of a new goal related to financial health and initiatives to be included under that goal. The list of initiatives from the November 2010 campus-wide meeting and current Strategic Plan action steps were reviewed for likely candidates. SPARC members determined that initiatives needed to be developed in four areas: 1) university financial health; 2) salaries;;3) funding for faculty, staff and student development, research, and travel; and 4) increasing funding from external sources (grants and private gifts). Dr. Reese will put together a draft of a new goal and initiatives related to Finances and will forward them to the members of SPARC for discussion. Once approved by SPARC, they will be sent to the Strategic Planning Committee, Faculty Senate, Staff Senate, Student Government, and the Council of Deans for vetting. The goal is to get revisions in the Strategic Plan Goals and Initiatives approved by the Board of Trustees prior to the end of September so that budget proposals for fiscal year (FY) 2014 (due in late October) can be tied to revised goals and initiatives.

Fiscal Literacy:

SPARC members discussed the need for all members of the campus community to understand the budgeting process so that when presented, budget issues are clearly understood by all. Dr. Reese indicated that Diane Newton had agreed to do a "Budget 101" presentation during an upcoming Campus Talk. Dr. Kevin Browne suggested required training on financial health campus-wide.

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Committee members agreed that multiple methods of educating faculty, staff, and students on the budget and budgeting processes were needed.

Nomenclature and Format for the Strategic Plan:

Dr. Wendy Castro provided a graphic representation of Goal Two (2) using a format that is planned for university-wide assessment. She pointed out that on the chart Initiatives are now Objectives.

Discussion ensued regarding terminology for the elements of the Strategic Plan. There was consensus on changing the term "initiative" to "Objective". Additional discussion centered around the term "Action Step". After various suggestions were proposed, the group agreed to use the term "Action" rather than "Action Step".

Budget Proposal Form:

Dr. Reese introduced the topic of budget proposals for FY2014 and stressed the need for five (5) year budget proposals. She asked for any input on changes to the Request for New Funding form. Dr. Wendy Castro suggested that it needs to have a space to show why funding is needed and how it worked. Dr. Reese will modify the form.

Strategic Plan Progress Review:

Dr. Reese addressed how to approach the review of the Strategic Plan at the Strategic Planning Committee meeting on September 25. Dr. Wendy Castro suggested charting each goal from FY 2012 and what progress had been made. Dr. Castro will create this chart for each goal and send it to the SPARC members for review. Dr. Reese stressed the need to complete assigning Objectives for each Action. Committee members will complete that task and get the information to Dr. Reese within the next few days.

Next Meeting: 8:00 AM, October 1, 2012 in Wingo 211

Meeting Adjourned: 9:00