

**UCA Strategic Planning Committee  
Minutes  
November 1, 2012**

Dr. Reese opened the meeting at 1:40 PM in Wingo Hall 315.

**Attendees Present:**

Dr. Nancy Reese, Chair  
Brian Bolter  
George Bratton  
Kevin Browne, President, Faculty Senate  
Jonathan Glenn  
Stephanie McBrayer, President, Staff Senate  
Shelley Mehl  
Lindsey Osborne  
Bobby Reynolds, BOT, Chair  
Michael Rubach  
Steve Runge  
Jay Ruud  
Spencer Sims, President, Student Government Association  
Tab Townsell, Conway Mayor

**Absent:**

Wendy Castro  
Jovana Ilic  
Kim McKee  
Adam Price  
Colby Qualls  
Patricia Smith

**Visitors:**

Kurt Boniecki

**Handouts:** A copy of Goal one (1) of the UCA Strategic Plan

**Discussion:**

- A motion was made by Dr. Jay Ruud to approve the Minutes from September 25, 2012. Dr. Steve Runge seconded. The motion passed unanimously.
- Dr. Reese reports that Brent Passmore has updated the web-site pertaining to the UCA Strategic Plan, please go on there and look at it. If you see something that needs changed, please let Dr. Reese know. It is now located on the A-Z link.
- Revisions of the SPARC structure and the Strategic Plan have been sent to the President to present to the Board of Trustees at the December 7, 2012 meeting for review and approval.
- A motion was made by Dr. Brian Bolter to give Dr. Nancy Reese authority to clean up the wording on the Shared Governance questionnaire to reflect the time frame to cover the past

year or since your employment began at UCA. Dr. Jay Ruud seconded. The motion passed unanimously.

- The new funding presentation proposals will be on November 8, 2012 at 1:40 PM in the Board of Trustees room, 118 Wingo Hall. The presentations are open to the campus. The President's office sent out an email on Monday telling the campus to review them and the steps of how to get to them. There were two (2) divisions on campus that did not request new funding. They were Athletics and University/Government Relations. The Strategic Planning Committee is an important component of this process. Any new funding proposals must be tied to the Strategic Plan. Please take the time to review the new funding requests on my.uca, they are listed by division. Please send comments or questions to the Strategic Budgeting Advisory Committee.
- Discussion broke out about specific funding request from this committee and how the funding request is prioritized. Who decides if they get funded and what happens to the request that aren't on the priority list. Strategic Budgeting Advisory Committee is only looking at new funding.
- Status of the Strategic Plan Actions. The BOT has not approved the recommended changes yet. Looking at the Goals, Objectives, Actions and Results, making changes in the wording to make sure they are concise, clear and measurable.
  1. Goal one (1) is mostly wording changes to make either the action or results to be more concise, clear and measurable. For example; Goal one (1) (b) talks about the president search process, to hold campus forums, added was to recommend any changes to the policy based on discussion. The last action of Goal one (1) was listed on the progress report. SPARC recommends that it be sent back to the President and the Board of Trustees because there wasn't a clear understanding of what the action was. Added was an action, Goal one (1) (o) – the need to demonstrate that the UCA Budget fully supports the UCA Strategic Plan. There needs to be a document in place that shows linkage between the UCA Budget and the Strategic Plan.
    - Dr. Reese explains how the goals were assigned to each SPARC member and then gone over by the council to make sure all SPARC members agree on the changes of each. Please go over each one and at the next meeting any questions will be addressed and voted on.
  2. Goal two (2) was found to have some holes in it. Objective one (1) was found to only have two (2) actions. SPARC recommends that a task force out of the Associate Provost for Instructional Support to develop university wide actions directed toward this objective. SPARC found there were no actions for Objective five (5). There is funding for it in Goal three (3) (B). SPARC recommends that actions be developed by the Provost /Council of Deans and Staff Senate. Action of Goal two (2) (C), SmartEval system was thought not to be realistic by Dr. Wendy Castro. The current student response was at 49%, the goal was to have a response of 65% by 2013 and with a target of 80% by 2014. SPARC council is asking for input from the Provost office for a realistic idea of what the response rates could be. Dr. Brian Bolter says there are on actions for Objective six (6). Dr. Reese agrees that SPARC

missed that one. Be thinking about this and at the next meeting we will be taking suggestions for the actions and what group would be responsible for them.

3. SPARC is referring a lot of Goal three (3) to groups. There are on actions for Objective one (1). Recommended actions developed for this objective by the Board of Trustees, President, and VP for Finance & Administration, SPARC members. The actions of Objective two (2) needs to be more fully developed with the recommendation of a task force consisting of the President, Provost, VP for Finance & Administration, Staff and Faculty representatives from the Salary Compensation committees. Objective three (3) also has the need to for the actions to be fully developed with the recommendation of a task force consisting of members from the Provost, Graduate Dean, Council of Deans, VP for Finance & Administration, Staff, Faculty and Student representatives. SPARC started with wording changes on Objective four (4) and then decided the need for a task force was there. The recommendations for this group are the Graduate Dean, Director of Sponsored Programs, VP for Advancement, Staff, Faculty and Student representatives.
4. Most of the suggested changes with Goal four (4) have a person identified as the responsible person, such as Dr. Jonathan Glenn said “yes” to action (A). SPARC will obtain input from the President and VP for Finance & Administration on action (B), all decisions to acquire property and construct new buildings. SPARC suggest a deferred maintenance list from the VP of Finance & Administration and the Physical Plant director on action (C). Action (D), the VP for Advancement will ensure that new prospects for capital gifts be identified and the fund raising study completed. The increased percentage of users of the Raiser’s Edge from the VP for Advancement.
5. No changes on Goal five (5) except the results need to be reworded to be more measureable. A lot of the questions need to be answered by Laura Young and Shelley Mehl. Work is in progress to fully develop the Actions on Goal five (5) (A), (C) and (H); these were brought forward in the Progress report for 2012.
6. SPARC recommends that Goal six (6) be referred to the UCA Diversity Advisory Committee for review and suggested revisions to the actions. Dr. Steve Runge disagrees with SPARC on that. Discussion followed.
  - Dr. Brian Bolter opened up questions about the task force to address faculty salary. Dr. Bolter thinks the dollar amount cost for faculty salaries need to be listed in the actions of Goal three (3), Objective two (2) and there was no need for a task force. Discussion followed.
  - The discussion of Goal six (6) will be continued on the list serve that Dr. Jonathan Glenn will get set up for the committee members to communicate on.
  - Homework assigned is to look at the recommended changes of the Goals and they will finalize the recommendations at the December 6, 2012 meeting.

**Next Meeting:** 1:40 PM, December 6, 2012 in Wingo 315

**Meeting Adjourned:** 2:40 PM

