STRATEGIC PLANNING STEERING COMMITTEE

March 4, 2003

Present: Tom Hallman, Tom Boyd, Ed Callen, Vin Feudo, Tony Ateca, Bill Pirkle, Jodi Herrin, Ginger Steel, Christine Wernet, Randy Duckett, Elaine Lacy, David Jaspers, Mike Lemons, Suzanne Ozment, Mike Hosang, Jane Tuten, David Harrison, Patti Cook, Allen Dennis, Bill Claxon, & Dr. Bob Shirley

Dr. Shirley reported that he had met with all 12 action teams and was impressed with the amount of work that has been done. He hopes to offer some feedback today as well as answer questions that committee members might have. He repeated what Dr. Hallman has said in the past regarding..."not letting the budget drive our thoughts and plans on the front end."

Dr. Shirley said that some of the Action Team work to date was rather "wordy," and recommended that lengthy details related to strategies be included in an addendum to the reports. Dr. Shirley then responded to several questions concerning the Action Team reports.

Elaine asked Action Team leaders to make comments about their work in progress. Their responses included the following:

- Several committee members stated that they felt frustration with the timeline.
- Some good information is coming out of the action team meetings but lack of time may prohibit this information being used in the most productive way.
- Enjoyed the ability to work with others in their groups.
- Some said they tried to find solutions to perceived problems on campus, and not very successfully. They have decided that some "problems" may not be problems at all, or perhaps that further study is needed.
- Still looking for examples on how to make budget cuts consistent with strategic planning.

Dr. Shirley distributed a handout that he called a "sample organizing device" that can be used by the Steering Committee to review action team reports. Twelve reports will be coming forward, and the SPSC can use the device to produce a short final report for the Chancellor. It could include a 5-6 page executive summary. Dr. Shirley added that the future role of the Strategic Planning Steering Committee should be addressed. Most universities make this group a 'standing' committee with the most common approach being to meet a couple of times a semester. The purpose of these meetings is to revise and update the strategic plan annually as needed, and to monitor what has been implemented and make a report to the Chancellor.

Elaine stated that she and Randy would be happy to meet with any of the action teams, if
needed.

The meeting adjourned at 2:55 p.m.

Respectfully submitted,

Brenda Hill