Strategic Planning Committee Minutes Index Spring 2004

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Dr. Lacey called the meeting to order and asked those present to introduce themselves.
Attending were: Elaine Lacey, chair; Deidre Martin; Tony Ateca; Sarah Keeling; Ralph Byington; Tom Reid; Mike Lemons; John Hutchens; Vince Fuedo; Jack Benjamin; Ed Callen; Randy Duckett; Doug Kuck; Suzanne Ozment; Kutty Pariyadath; Bill Pirkle; Braden Hosch; Jane Tuten; Ginger Steel; Mike Hosang

Dr. Lacey stated that the purpose of the meeting was to 1) Discuss the role of this committee as we enter the first assessment phase, and thereafter, and 2) to determine how we would assess the implementation of the plan

She reminded the committee that Strategic Planning is only as successful as its implementation. The hard work of the past two years now has to continue. She drew our attention to 2 documents: 1. Responsibilities of Designated Person/Unit and 2. Keeping the Pace of Excellence Document.

A discussion took place concerning role the SPC was to play. Since Strategic Planning is a dynamic process the need exists for this committee to address new issues, ideas and modify the current plan as information is received. However the bulk of the work of the committee this semester will be the initial assessment of how we are implementing the plan adopted in the fall.

A discussion ensued concerning the process by which the SPC would review the implementation of the Plan. It was decided that the senior administrative person would prepare and present reports by section. The designated reporting persons will use the “Keeping the Pace of Excellence” document as a template to present reports.

The Committee will meet once a month (if needed) until Spring Break. Weekly meetings would begin after Spring Break.

The following meetings were set:

Feb 20 2pm-3:30
March 19 2pm-3:30 Quality Facilities and Equipment
March 26th 2pm-3:30 Superior Faculty and Staff
Strategic Planning Committee Meeting

April 2nd       2pm-3:00       Superior Faculty and Staff

April 9th       2pm-3:30      Strong Community Relations

April 16th      2-3:30        Academic and Co-curricular Programs

April 23rd      2-3:30        Organizational Effectiveness

April 30th      2:3:30        Strategic Enrollment Planning

May 7th         10-11:30      Student Centered Environment

The meeting was adjourned at 3:05pm.

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Strategic Planning Committee Meeting

March 20, 2004

Attending were: Elaine Lacy, chair; Tom Hallman; Suzanne Ozment; Tony Ateca; Sarah Keeling; Ralph Byington; Tom Reid; Mike Lemons; John Hutchens; Vince Fuedo; Jack Benjamin; Ed Callen; Randy Duckett; Doug Kuck; Kutty Pariyadath; Bill Pirkle; Braden Hosch; Jane Tuten; Ginger Steel; Mike Hosang; Deb Kladivko; Kay Benitez

Dr. Lacy turned the meeting over to Tony Ateca, who launched into his report regarding the Strategic objectives and strategies assigned to him. Tony discussed what has been accomplished or is in progress, for example the new campus housing and the new convocation center. He described what will be implemented during 2003-2004, in 2003-2005, and in 2004-2006.

Several suggestions for additional actions (related to specific strategies) were made by committee members, including the creation of more permanent signage for campus events, and a better way of allowing the public to learn where buildings are located on campus (Strategy 9.a.5).

The SPC voted to remove the second part of the sentence in strategy 11.b.2. (Replace stairs between Humanities and Social Science and the Science Buildings, adding landing with seating area), given the fact that there is no feasible way to accomplish the latter.

Tony completed his report to warm congratulations from the committee members.

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Strategic Planning Committee Meeting

March 26, 2004

Dr. Lacy called the meeting to order at 1:30 p.m.

Attending: Elaine Lacy, chair; Deidre Martin; Tony Ateca; Sarah Keeling; Ralph Byington; Tom Reid; Mike Lemons; Vince Fuedo; Jack Benjamin; Ed Callen; Randy Duckett; Doug Kuck; Suzanne Ozment; Kutty Pariyadath; Bill Pirkle; Braden Hosch; Jane Tuten; Ginger Steel; Mike Hosang; Patricia Cook; Raquel Robinson; Deb Kladivko; Chancellor Hallman.

Chair Lacy asked the group for guidance as to what role the SPC should assume when policies or actions are proposed that are inconsistent with or deviate from the action plans and/or strategies outlined in the strategic plan. As an example, Dr. Lacy pointed to the peer evaluation of tenure-track faculty policy proposed by the Faculty Advisory Committee which calls for a peer evaluation every other year rather than on an annual basis as indicated in the strategic plan.

The consensus reached by the group was that the strategic plan was an outline for action, however it is anticipated as various groups work on putting strategies into action, there will be reasons for deviating from the original plan. Nonetheless, Chancellor Hallman suggested that the Chair of Strategic Planning Committee may find it appropriate, on occasion, to inform entities, such as Faculty Assembly, of any deviation.

Vice Chancellor Ozment began her presentation on the actions on objectives and strategies taken during AY2003-04 that are associated with superior faculty and staff.

The meeting was adjourned at 2:27 p.m.

Respectfully submitted,

D. Kuck

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Strategic Planning Committee

Minutes

April 2, 2004

In Attendance: Kay Benitez, Deidre Martin, Patti Cook, Jane Tuten, Braden Hosch, Ed Callen, Mike Hosang, Jr. R. Byington, Kutty Pariyadath, Doug Kuck, Jack Benjamin, Bill Pirkle, Randy Duckett, Deidre Martin, Suzanne Ozment, Jason Holt, Sarah Keeling, Mike Lemons, and Elaine Lacy, Chair.

The meeting began at 2:05 pm in Penland 216. Dr. Ozment continued her presentation of the report on “Superior Faculty and Staff.” Before the meeting was adjourned at 4:45 pm, the committee made the following decisions:

The committee agreed to revise Strategy 7.a.4. (“Examine the current merit award system for faculty to determine if the three levels of evaluation [merit, satisfactory, unsatisfactory] are adequate and appropriate discriminators of performance.”) to remove the word “current” and to indicate that the examination would be ongoing rather than one-time. The proposed strategy would read “Regularly examine the merit award system...”

Revision of Strategy 7.b.r. to read “Invite external peer consultants from similar units to provide a new perspective and suggestions regarding our faculty and staff procedures”

Revision of Strategy 1.k.1.b. to read “Develop a ‘Grow Your Own’ program for recruiting USCA graduates for positions among the professional faculty and staff.”

Revision of Strategy 1.k.1.c. to read “Identify ways to retain our minority faculty and staff, such as protecting them from too much service responsibility.”

Put Strategies 7.e.3. and 9.a.1. together in the final report.

Additionally, the committee discussed actions that had been taken in the area of faculty and staff recruitment processes, faculty and staff retention, professional development for faculty and staff, and support for scholarly and creative activities.

Dr. Ozment will submit a revised, final report by the end of this academic semester.

Respectfully submitted,

Elaine Lacy
The meeting was called to order at 2:00 P.M. by Professor Lacy in Penland 110. In attendance were Doug Kuck, Vin Feudo, Mike Hosang, Jane Tuten, Braden Hosch, Suzanne Ozment, Ed Callen, Jack Benjamin, Sarah Keeling, Tom Reid, Bill Pirkle, Deb Kladivko, Kutty Pariyadath, Deidre Martin, and Elaine Lacy, Chair.

The Committee unanimously approved the minutes from the previous meeting.

Vice Chancellor Ozment continued her presentation of the report “Superior Faculty and Staff” beginning on Page 10 Strategy 1.b.3. (under “Encourage, highlight and recognize quality teaching and programs.”). The following actions were taken by the committee.

- In response to a question about the definition of “global differences” in Strategy 1.b.3, a sentence will be added addressing and clarifying what is meant by global differences and interconnections.
- Delete “In Progress” from Strategies 7.f.1-3
- Delete Strategy 3.d.3 on Page 16
- Delete Strategy 3.e.2 on Page 16

After Dr. Ozment finished her report on “Superior Faculty and Staff” the Strategic Planning Committee recommended that the remaining order of presentations be shuffled somewhat. It was recommended that Mike Lemons present his report at the next meeting since Mike Hosang, originally scheduled for that meeting, will be unable to attend. Also, the committee recommended that for the remaining reports only the section “Initiate in 2003-04” be discussed in committee meetings item by item. Future year initiatives could be discussed if requested by a member.

The next Strategic Planning Committee meeting will be held on Friday April 16, 2004 at 2:00 P.M in Penland 116. The meeting adjourned at 3:23 pm.

Minutes respectfully submitted,