

EASTERN KENTUCKY UNIVERSITY

MEETING: Strategic Planning Committee **DATE:** April 4, 2003 **TIME:** 1:30 p.m.

: MINUTES APPROVED

PRESENT: Darryl Barnett, Byron Bond, Jim Clark, Jim Conneely, Karen Dilka, Virginia Falkenberg, Michael Foster, Ken Johnston, Laura Koppes, Ted Lloyd, Mike Reagle, Kay Scarborough, Matt Schumacher, David Sefton, Frank Shaw, James Street, Aaron Thompson, Elizabeth Wachtel, Mary Whitaker, Marc Whitt

ABSENT: Betina Gardner, Joanne Glasser, Mary Hall, Alan Banks, Dan McBride, Gregory Myers, Jaleh Rezaie, Cheryl Stone, Mark Wasicsko, Doug Whitlock, Paul Wirtz, Bruce Wolford

CALL TO ORDER:

Laura Koppes called the meeting to order at approximately 1:34 p.m.

APPROVAL OF MINUTES:

The March 28, 2003 minutes were approved.

CHAIR'S REPORT: Laura Koppes

A hard copy memo has been sent to the community restating the strategic planning committee charge and process. The charge and process will also be addressed in the next issue of EKUpdate.

SUBCOMMITTEE REPORTS:

Strategic Planning Process Subcommittee: no report at this time.

Strategic Plan Subcommittee: Darryl Barnett reported that the subcommittee has assigned responsible parties for writing pieces of the strategic plan. Darryl will send Laura a document that includes each piece of the strategic plan with assignments. The draft strategic plan will be written and submitted to the strategic planning committee before May 1 and presented to the President, May 13.

Budget Subcommittee: Ken Johnston reported that the subcommittee completed a draft document of what will complete the subcommittee's mission. The subcommittee will meet with the Assessment and Review Subcommittee next week to prepare documentation for next weeks meeting.

Assessment and Review Subcommittee: Libby Wachtel reported that the subcommittee incorporated comments made at the last meeting into the assessment and review subcommittee draft plan. The subcommittee will meet next week.

Communications Subcommittee: Marc Whitt reported that hard copies of the memorandum to provide feedback on the draft strategic plan will be sent to James Street.

UNFINISHED BUSINESS:

After a lengthy discussion on the definition of a key performance indicator, individual committee members presented key performance indicators for the strategic directions (see attachments). Key performance indicators will be revised and distributed at the next meeting.

NEW BUSINESS:

None

ADJOURNMENT:

Laura Koppes moved to adjourn at approximately 4:30 p.m.

Submitted by Shelia Adams