

EASTERN KENTUCKY UNIVERSITY

MEETING: Strategic Planning Committee **DATE:** January 10, 2003 **TIME:** 1:30 p.m.

9 MINUTES APPROVED

PRESENT: Darryl Barnett, Byron Bond, Jim Clark, Karen Dilka, Virginia Falkenberg, Joanne Glasser, Sarah Hajjar, Mary Hall, Keith Johnson, Ken Johnston, Laura Koppes, Ted Lloyd, Dan McBride, Mike Reagle, Jaleh Rezaie, Kay Scarborough, Matt Schumacher, David Sefton, Frank Shaw, Cheryl Stone, James Street, Aaron Thompson, Elizabeth Wachtel, Mark Wasicsko, Mary Whitaker, Doug Whitlock, Paul Wirtz, Bruce Wolford

ABSENT: Michael Foster, Betina Gardner, Gregory Myers

VISITORS: Bruce Johnson, James Wells

CALL TO ORDER:

Laura Koppes called the meeting to order at approximately 1:38 p.m.

APPROVAL OF MINUTES:

The December 13, 2002 minutes were approved.

CHAIR'S REPORT: Laura Koppes

Welcome new members Dan McBride and James Street.

The strategic planning process subcommittee and strategic plan subcommittee have met and documents are available for your review on blackboard. Committee members were encouraged to use blackboard in addition to the discussion board.

Laura reminded committee members of the importance of communicating with constituencies. Laura met with the President's Cabinet, which includes the Provost Council. She will present to the Faculty Senate, Chairs Association, and Student Government Association. The document Mission, Goals and Process has been distributed to the President's Cabinet. Laura is gathering feedback from various groups on campus.

Committee members were asked to complete a form indicating available times to meet during the Spring 2003 term. The completed form should be returned to Shelia Adams before Tuesday, January 14.

Committee members were asked to complete a form indicating available dates for a committee retreat. The completed form should be returned to Shelia Adams before Tuesday, January 14.

OPEN DISCUSSION:

President Glasser provided her thoughts about a vision for the university and strategic areas.

Laura Koppes reviewed the environmental scanning process and gave examples of external and internal trends in the environmental scanning phase.

Aaron Thompson discussed sociological and demographic trends (see attachments: Sociological Considerations for Strategic Directions and New baby boom swamps colleges). Aaron suggested the committee look at external monitoring listed on the handout and identify what we already have at EKU. Aaron Thompson and Bruce Wolford will work together to identify what trends to communicate to the EKU community.

SUBCOMMITTEE REPORTS:

Strategic Planning Process Subcommittee: Doug Whitlock reported that the committee has discussed the most expeditious manner to obtain appropriate planning input from respective stakeholder groups and will report the recommendation under new business.

Budget Subcommittee: No report at this time.

Assessment and Review Subcommittee: No report at this time.

Strategic Plan Subcommittee: Darryl Barnett reported on the process for assessing core values. Once a list of values is created, it will be shared with the entire SPC before giving it to the community.

Communications Subcommittee: Sarah Hajjar reported that the subcommittee will meet next week to discuss ways to send campus announcements.

UNFINISHED BUSINESS:

A motion was approved to share the overall SPC Mission, Goals and Process with the university community.

A motion was approved to accept the stakeholder's document knowing additional stakeholders might be added during the process.

Darryl Barnett proposed the committee use the following formal approval process for the strategic plan: President's Cabinet, President, and Board of Regents. Laura Koppes will confirm the process with President Glasser.

NEW BUSINESS:

Doug Whitlock reported for the strategic planning process subcommittee. To obtain appropriate planning input from respective stakeholder groups the subcommittee recommended a facilitated meeting be coordinated by qualified staff of the Training Resource Center and include groups representing various stakeholders. Questions will be posed to a geographically dispersed, randomly selected population of alumni by email and/or telephone. The results of the meeting and surveys will be part of the environmental scan and SWOT analysis. February 7, 2003 has been tentatively set for the date of this meeting and the Perkins building is reserved (see attachment).

Paul Wirtz suggested faculty forums be held to discuss the questions the facilitated discussions would be centered around. Laura is meeting with the Chairs Association next week, so she will check with the Chairs about facilitating sessions with faculty.

Laura Koppes will appoint a committee member to gather information on collaborators and competitors at the institutional level.

Kay Scarborough agreed to lead an internal scan and gather existing data in a readable format.

A motion was approved to accept the Implementation Plan document knowing it may be modified during the process.

A motion was approved to accept the Key Performance Indicators document as a working document. Frank Shaw suggested it be indicated in the final document that the key performance indicators have been limited.

ADJOURNMENT:

Laura Koppes moved to adjourn at approximately 3:40 p.m.

Submitted by Shelia Adams