

**EASTERN KENTUCKY UNIVERSITY**

**MEETING:** Strategic Planning Committee      **DATE:** January 24, 2003      **TIME:** 1:30 p.m.

**9 MINUTES APPROVED**

**PRESENT:** Darryl Barnett, Byron Bond, Jim Clark, Karen Dilka, Betina Gardner, Sarah Hajjar, Mary Hall, Ken Johnston, Laura Koppes, Gregory Myers, Mike Reagle, Jaleh Rezaie, Kay Scarborough, Matt Schumacher, David Sefton, Frank Shaw, Cheryl Stone, James Street, Elizabeth Wachtel, Mary Whitaker, Paul Wirtz

**ABSENT:** Virginia Falkenberg, Michael Foster, Joanne Glasser, Keith Johnson, Ted Lloyd, Dan McBride, Aaron Thompson, Mark Wasicsko, Doug Whitlock, Bruce Wolford

**VISITORS:** Joann Ewalt, Terry Busson, Frank O'Connor

**CALL TO ORDER:**

Laura Koppes called the meeting to order at approximately 1:36 p.m.

**APPROVAL OF MINUTES:**

The January 10, 2003 minutes were approved.

**OPEN DISCUSSION:**

Frank O'Connor, Joann Ewalt, Terry Busson and Jim Clark provided information on political, legal, and economic influences in the external environment (see summary on strategic planning web-site). The following documents were distributed:

- Graph 3 – Recurring General Fund Revenues and Recurring Expenditures (FY 94-FY 06)
- Graph 6 – Kentucky Expenditure Trends in Education, Medicaid, Criminal Justice Systems, and the Rest of Government
- Graph 9 – General Fund Tax Receipts By Type FY 81 – FY 06
- Graph 10 – Tax Receipts by Type as a % of Total General Fund Receipts FY 81 – FY 06
- Kentucky Politics: Trends and Influences on EKU's Immediate and Short-term Operations

Members interested in reading the Fox report commissioned by the general assembly last year that identifies what happens in Kentucky should contact Laura Koppes.

**CHAIR'S REPORT: Laura Koppes**

Laura has presented to a variety of groups on campus to discuss strategic planning and will speak to the Board of Regents at a future date.

The committee retreat will be held Friday, February 28 and Saturday, March 1, 2003. Committee members will be asked to complete work prior to the retreat. Assignments and the location of the retreat will be announced at a later date.

Committee members were asked to keep track of individual names assisting with the strategic plan. Names should be submitted to Shelia Adams.

The strategic planning implementation plan is posted on blackboard (see attachment).

#### **SUBCOMMITTEE REPORTS:**

Strategic Planning Process Subcommittee: Laura Koppes distributed copies of the agenda for the February 7 meeting being held to obtain appropriate planning input from respective stakeholder groups (see attachment).

Strategic Plan Subcommittee: Darryl Barnett reported the subcommittee is continuing to work on a list of values.

Budget Subcommittee: Ken Johnston reported the budget subcommittee would meet next week.

Assessment and Review Subcommittee: Paul Wirtz reported the subcommittee is continuing to work on Key Performance Indicators.

Communications Subcommittee: Sarah Hajjar reported that the subcommittee has identified ways to improve the strategic planning website and will work with Jennifer Evans of TRC to accomplish the task.

An article on strategic planning will be in the next issue of EKU Update.

Internal Scan Work Group (ISWG): Kay Scarborough reported that the workgroup is gathering existing data to have available by the February 20 deadline. The workgroup will meet next week to discuss additional key performance indicators.

#### **UNFINISHED BUSINESS:**

Laura Koppes shared example missions and core values with the committee (see attachment).

Darryl Barnett led a discussion on the Draft EKU Values Statement for Presentation to the Campus Community (see attachment). A motion was passed to use the document as a tool with the following suggestions:

- Use a bulleted list, instead of numbered items.
- Add service to number 12.
- Use the word enriched instead of rich in number 9.

Elizabeth Wachtel suggested an additional exercise be given to the community asking individuals to list five words describing core values of EKU. The strategic plan subcommittee will include the exercise with the values statement.

Laura Koppes informed the committee that invitations have been sent for the February 7, 2003 meeting on SWOT Analysis to be held in the Perkins Building. The Training Resource Center is assisting with planning and facilitating the meeting.

Laura Koppes informed the committee she has met with the President's Cabinet, Faculty Senate and Chairs Association to collect information on collaborators and competitors at the institutional level. Anyone interested in meeting with additional groups should contact Laura.

**NEW BUSINESS:**

The committee declined an offer from the Training Resource Center to video a meeting and the retreat, due to the chance of discussions being inhibited.

The committee accepted an offer from the Training Resource Center to place strategic planning documentation on CD Rom.

**ADJOURNMENT:**

Laura Koppes moved to adjourn at approximately 3:42 p.m.

Submitted by Shelia Adams