

**EASTERN KENTUCKY UNIVERSITY**

**MEETING:** Strategic Planning Committee      **DATE:** May 2, 2003      **TIME:** 1:30 p.m.

:    MINUTES APPROVED

**PRESENT:** Darryl Barnett, Byron Bond, Jim Clark, Jim Conneely, Virginia Falkenberg, Betina Gardner, Ken Johnston, Laura Koppes, Kay Scarborough, Matt Schumacher, David Sefton, James Street, Elizabeth Wachtel, Mark Wasicsko, Mary Whitaker, Doug Whitlock, Paul Wirtz

**ABSENT:** Karen Dilka, Michael Foster, Joanne Glasser, Mary Hall, Keith Johnson, Ted Lloyd, Dan McBride, Gregory Myers, Mike Reagle, Jaleh Rezaie, Frank Shaw, Cheryl Stone, Aaron Thompson, Marc Whitt, Bruce Wolford

**CALL TO ORDER:**

Laura Koppes called the meeting to order at approximately 1:35 p.m.

**APPROVAL OF MINUTES:**

The April 25, 2003 minutes were approved.

**CHAIR'S REPORT:**

Laura Koppes reviewed the progress of the committee in comparison to the charge.

Vice Presidents were asked to consider the level of planning in their divisions. In other words, what units will be involved with planning?

Laura met with Mike Roberson, vice-chair of Assessment Committee, to discuss integrating assessment and strategic plan work.

The strategic plan web site will be updated next week.

Committee members should have received an electronic copy of the most recent strategic planning draft, via e-mail (see attached).

The committee's final meeting for the academic year will be next Friday.

Laura shared that she has heard that the Board of Regents members are pleased with the work of the committee.

**SUBCOMMITTEE REPORTS:**

Strategic Planning Process Subcommittee: no report at this time.

Strategic Plan Subcommittee: Darryl Barnett reported that the subcommittee is in the process of writing the plan. The plan lacks one component. Darryl will submit the plan to Laura Koppes next week. Committee will discuss the plan at the next meeting. Darryl recognized David Sefton and Mary Whitaker for their hard work.

Budget Subcommittee: no report at this time.

Assessment and Review Subcommittee: Paul Wirtz asked committee members to complete a survey for the subcommittee (see attached). Surveys should be returned to Paul before 12 noon Monday.

Communications Subcommittee: Laura Koppes reported that a thank you note has been sent to the alum that suggested the revision to the Vision. Subcommittee is working on a strategy to communicate the strategic plan to the community and to the Board in June.

**UNFINISHED BUSINESS:**

Key Performance Indicators - Laura Koppes e-mailed committee members the revised KPI's (see attached). Jim Conneely made a motion to eliminate the objectives from the document. Second by Byron Bond, motion passed.

Committee reviewed each Key Performance Indicator indicating the unit responsible for collecting the data to measure the KPI.

Mark Wasicsko made a motion to add the following KPI for strategic direction: Enhance a climate that supports diversity:

Number of and participation in campus events with diversity themes.  
Second by Paul Wirtz, motion passed.

Doug Whitlock made a motion to add the following KPI for strategic direction: Increase recruitment and retention of a diverse faculty, staff, and student body to reflect the global society:

Goals of the university affirmative action plan.  
Second by Ken Johnston, motion passed.

Byron Bond made a motion to approve the Key Performance Indicators document. Motion passed.

Implementation – Paul Wirtz submitted a draft report of the implementation plan developed by the Assessment and Review Subcommittee (see attached). A few minor revisions were suggested and will be incorporated into the plan. Darryl Barnett made a motion to accept the document to present to President Glasser. Mark Wasicsko seconded, motion passed.

Timeline – Ken Johnston will report at the next meeting.

Survey Results - Doug Whitlock distributed copies of the incorporation of feedback into the EKU strategic plan (see attached). Doug Whitlock made a motion to adopt the document and post to the strategic plan web site. Second by Paul Wirtz, motion passed.

SPC Final Report - Laura Koppes distributed copies of an outline of sections to include in the final report (see attached). Suggestions were made and will be incorporated into the document.

**NEW BUSINESS:**

None

**OPEN DISCUSSION:**

None

**ADJOURNMENT:**

Laura Koppes moved to adjourn at approximately 4:17 p.m.

Submitted by Shelia Adams