

Strategic Planning Council Minutes
April 6, 2011
Hahn Board Room

Members Present: Vaughn Benson, Joann Bondhus, Jon Dalager, Jean Dale, Meenakshi Dalal, Kevin Halle, Lesa Jensen, Robert McCue, and Sue Sydow, Chair.

The members were welcomed and the meeting called to order by Sue Sydow at 3:30 p.m.

Minutes from the February meeting were distributed. Council members were reminded these minutes contain the discussion on the Strategic Plan review that was conducted.

A review of the Strategic Plan Review form that all campus departments will be asked to complete was distributed and discussed. Input received from this form will automatically feed back to Jay Collier.

Discussion was held on the upcoming Strategic Planning Retreat. The date was changed to Tuesday, November 1 due to a conflict with the Board of Trustees meeting. Discussion involved the tentative participant list and members were asked to look it over for duplication of departments and other personnel as the current list needs to be reduced. Participants are determined based upon several factors -- new to the institution, experience with the institution, rotation to provide opportunity for involvement, leadership roles on campus, etc.

Discussion was also held on the methods used in organizing the retreat and how the strategic plan items are developed. In the past, strengths, weaknesses, and brainstorming have determined the themes placed in the Strategic Plan. Prioritizing is done to center attention on the items felt most important. Continued discussion and planning will occur at the next meeting, planned for September 7, 2011.

Sue Sydow showed council members how to locate the WSC AQIP Action Projects on the AQIP website and also where they are posted on the WSC AQIP Website. Sue asked members to review the "Active" Action Projects and provide her with feedback for her review reports to the HLC.

The Systems Portfolio has been revised and updated to meet the requirements of the HLC. The Systems Portfolio now needs to be reviewed by members of the council. The current version is too long and editing is needed. Jeryl Nelson will also be reviewing the Systems Portfolio through the "lens" of a formal AQIP Systems Portfolio reviewer and will provide feedback and suggestions. The Systems Portfolio will be submitted to the HLC in the fall of 2012.

To assist in the review, each council member was given a Category/Section of the Systems Portfolio to review by June 1. Written comments are to be sent to Sue Sydow. A draft of the Systems Portfolio can be found at http://www.wsc.edu/academic/aqip/systems_portfolio/.

All council members received a copy of the accreditation timeline for their records.

Sue Sydow described where an accreditation link would be placed on the WSC Website that would link to a page explaining the institutional and specialized accreditations at WSC. The marketing department will be developing this page that will link to the department/school pages and national accreditation pages.

Discussion was held on the need to conduct research for the Systems Portfolio's Category Four, Valuing People. A survey given to all WSC employees during the 2003-2004 academic year was examined. It was the consensus of the Council members to create a new survey to be distributed during the fall of 2011. Council members were asked to provide revamped or additional questions to include on the survey and send to Sue Sydow to be compiled. The compilation of questions will then be discussed at the next meeting.

The meeting adjourned at 4:50 p.m.

Respectfully submitted

Sue Sydow
Acting Recorder