

Strategic Planning Council

3:30 PM, Thursday, October 25, 2007

Hahn Board Room

Members Present: B. McCue (presiding), R. Bertolas, J. Carstens, K. Hill, L. Jensen, B. Kroger, L. Lentz, S. Sydow, L. Teach, C. Waddington.

Member not present: J. Kielty

The meeting was called to order at 3:35 PM.

1) Role & Mission of Council (McCue/Kroger)

Dr. McCue explained the purpose of the Council. This will be a group of people on campus who have a broader view of the campus, and who have a sense of budgeting experience/understanding as well as experience with strategic planning.

Since WSC has merged AQIP into the Strategic Plan, the Council will deal with both AQIP issues and other planning issues. The Council will also be a part of the budget process as the institution would like to tie planning closer to the budgeting process—a weakness noted in the AQIP Quality Checkup that we are trying to correct.

The Council will not meet on a regular basis—instead it will track progress on strategic planning and be more involved with benchmarking. The group will meet 1-2 times/semester or more frequently if needed.

Since WSC is implementing more structure to the input and development of the budget, the need for more regular strategic planning retreats is necessary. The next one will take place November 1st with the retreat results being reviewed by the Council.

2) Purpose of and Plans for the Retreat

The members of the Council will be strategically placed amongst the tables. The format will be similar to the retreat of 2005 with five groups/tables that will be “mixed and matched”. There will be at least two rovers and Chuck Parker will serve as facilitator.

Dr. McCue asked that Council members take special note of how the strategic planning process and the retreat work.

B. Kroger emphasized the strong connection of the retreat to the budget. The institution does have limited resources (physical, financial, human) and needs to focus and prioritize expenditures. There also needs to be measurement and achievements evident in the budget—therefore the need for measurable objects/goals/benchmarks to enable us to get where we want to go. Ms. Kroger also would like the Council and retreat participants to consider how are we going to get it done even if there is no financing currently available.

The Council will serve as a communication tool as well, to spread this type of information, to show that we do what we say we are going to do. The Council will keep data up to date—especially as requested by for the Board of Trustees.

Ms. Kroger provided a brief synopsis of the biennium process. She also noted that it has been a long time since we funded changes through the biennium budget, i.e. more faculty members to obtain an objective/goal. We have done inflation and energy needs but very few of other types. WSC needs to indicate how the institution intends to grow through the use of the biennium budget.

It was also emphasized that the Council members need to be "open" during this process—to give and take different points of view.

Dr. McCue provided Council members with a tentative agenda for the retreat:

9:00 Review Current Strategic Plan

Each table will have a different section(s).

D. McCue will send out his notes/thoughts on where the institution is.

The rating system will be good, no, some progress as well as suggested changes.

10:00 Brainstorming Sessions

Tables will focus on emerging issues.

An example of how this section impacted the Strategic Plan in 2005 was the development of international education as a major action project.

12:00 Brainstorming Ideas and Progress notes will be posted on the wall.

1:00 Communication

A discussion about ways to improve internal and external communication.

2:00 Priority setting on objectives discussed earlier in the day.

Note: There will be some data available on preliminary progress on AQIP projects.

3) Review Retreat Groupings

A list of participants was provided to the Council members. Groups will be determined as soon as a final list is available.

4) Board of Trustees Strategic Plan

Council members are asked to review the Board Strategic Plan (refer to handout), to keep an eye on this document, and to show congruence between ours and theirs.

5) Biennium Budget Process

Please note comments in 1) and 2). Council members need to understand the process and to assist with the communication on the process before and during the retreat.

6) Other

It was noted that it is not difficult to come up with ideas; it is, though, hard to select a few and to prioritize. An example of this from the original retreat is the daycare issue.

A brief discussion followed concerning political issues/proposals such as no out of state tuition rate and the impact on the WSC budget.

It was also noted that the Council and Retreat participants are stewards of the strategic plan and the retreat is an input mechanism.

Efforts are being made to do some analysis of retention of students for the 2007-08 academic year. This will include in class and outside of class analysis.

Ms. Kroger will do a simplified work up of the budget process and the budget itself for Council members.

Dr. McCue also noted that the plan is for members to have a 3-year term and be rotated off.

Meeting adjourned 4:20 PM.