

**UWC - Budget, Finance, and Strategic Planning Committee Meeting**  
**1:00 p.m., Friday, April 16, 2010, ATC 207**

**Members Present:** Co-Chairs Carl Hilgarth & Cathy Mullins, Dave Todt, Ed Kehres, Chris Kacir, Robert Mendris, Steve O'Rourke, Mark Mirabello, Anne Marie Short, guests Jonica Burke, Liz Blevins

**I. Call to Order:** Co-Chair Carl Hilgarth

**II. Continuation of AQIP Feedback Review and "Process Audit"**

**Points of Discussion:**

- General discussion of Jenzabar, Blackboard and One Card systems, software packages, commitment to the vendor's "package," and how the One Card system might "improve the process." Costs for implementing each separate stage are a major concern.
- The main reason the One Card system was proposed was for the "ultimate consumers – the students, and the project grew out of the student services committee. Students are used to technology and are comfortable paying for everything with cards.
- It was suggested that campus software packages and operating systems also need a periodic review of their "processes."
- Like other large institutions, we suffer from institutional inertia, which can be counteracted by periodic reviews, changing the institutional culture, providing an "audit trail."
- Technology is speeding up, but people tend not to want to change with it.
- One of the concerns is the risk of losing the personal touch with technology, so the goal is to optimize resources while retaining the personal touch.
- Now we're large enough that we need the technology, but must make the best decisions in its use to gain more than we lose.
- Part of an institutional culture is to include all the people involved before moving ahead. Identify the process management and its linkages beforehand.

The creation of AQIP Action Projects needs its own process as well – how do we start, end, etc., and what are our selection criteria. All AQIP institutions are struggling with this. We hope to learn more when our SSU team attends the AQIP Strategy Forum in May.

Reminder: our AQIP Checkup visit is in October.

**Next Meeting:** Will be scheduled for late in May, after the AQIP Strategy Forum.  
Minutes submitted by Susan Montavon

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**Category Assignments**

- #1 Helping Students Learn
  - Ann Marie Short
  - Ed Kehres
  - Mark Mirabello
  - Jim Settle
- #2 Accomplishing Other Distinctive Objectives
  - Robert Mendris
  - Darrell Rudmann
- #3 Understanding Students' and Other Stakeholders' Needs
  - Brian Saul
  - David Bennington
- #4 Valuing People
  - Elinda Boyles
  - Steve O'Rourke
  - Bane Sylvia
- #5 Leading and Communicating
  - Dave Todt
  - Barb Kunkle
  - Liz Blevins
- #6 Supporting Institutional Operations
  - Joe VanDeusen
  - Chuck Warner
  - Jonica Burke
- #7 Measuring Effectiveness
  - Chris Kacir
- #8 Planning Continuous Improvement
  - Carl Hilgarth
- #9 Building Collaborative Relationships
  - Cathy Mullins