

Strategic Planning Committee (SPC) Annual Report AY 2009-2010
May 28, 2010

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Membership and Rotation: The committee has returned to its original membership rotation effective for AY2009-2010. Those members whose rotation ended at the conclusion of AY2008-2009 expressed their desire to continue as members of the committee. This information was communicated to their constituent groups, who acted positively on their requests to continue to serve on the committee. Kitty Linde retired at the end of AY2008-2009. The University Faculty Senate Committee on Committees nominated Chris Kacir to replace Kitty on the committee. Carl Hilgarth and Cathy Mullins continued to serve as co-chairs of the committee. Barb Kunkle is leaving the committee at the conclusion of the current academic year due to retirement. Carl and Cathy will contact the members whose terms are ending this year regarding reappointment, and will advise Dr. Morris regarding membership for AY2010-2011. Stability of membership has resulted in a cohesive team.

Meetings:

The committee met six (6) times during AY2009-2010.

AQIP Systems Portfolio: The committee members received individual printed copies of the document as well as self evaluation forms for each member to review the work of the group to which they were assigned. The committee considers the portfolio a “living document” that can be revised as things change. To this end, the committee reviewed our AQIP Systems Appraisal Feedback Report dated March 10, 2009. At our November 2009 meeting, the committee discussed the best way to come up with recommendations for our response to the report. The outcome was to assign the nine AQIP categories to committee members to review and respond to the group with suggestions and observations as follows:

#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

The following guidelines were established for the review

- Prioritize the Os (Opportunities).
- Look at S's (Strengths) to see if we're satisfied - it's important that we "maintain the gains" and continue to pay attention.
- The Os & OOs could help identify potential Action Projects, second tier action items, Quick Fixes, and items to keep on top of for the next couple of years.
- Put substance rather than rhetoric into the proposals.
- Link our priorities to our goals and standards, such as our Mission Statement.
- Summarize the biggest issues.
- Each group could identify key words such as 'data' that may indicate common denominators through more than one category, possibly becoming a "metaproject."

This discussion carried through the December 2009 and January–April 2010 meetings. The process flow diagrams developed during the meetings and the meeting minutes will be incorporated into our AQIP Quality Check-up Visit the fall'10 term. In addition, we plan for the AQIP site visitors to meet with the committee.

Action Projects:

Action Projects #1 Student Advising & #2 Scheduling: The committee hopes to retire these two projects once the reports have been received by the committee and replacement projects are identified from our review of the Feedback Report.

Action Project #5 One Card System: Chuck Warner presented a detailed update of the status of this project and the actions that will be in-place beginning the fall'10 term. The committee expects this project to continue into AY2010-2011.

AQIP Quality Check-up Visit:

This visit will be October 20-22, 2010. The committee plans to meet over the summer to continue our systems review and plan for this visit.

AQIP Strategy Forum:

Members of the Strategic Planning Committee and representatives from faculty and administration formed a team to attend the AQIP Strategy Forum May 12-14, 2010. This team reviewed the minutes of the Strategic Planning Committee for AY2009-2010 to target an AQIP Category for focused improvement in the form of an Action project. The team selected Category Seven: Measuring Effectiveness. Within this Category, the team identified two processes as targets for change:

1. Analysis and use of collected data in driving decisions and resource allocation
2. Communication of results so the Shawnee community understands the importance and use of data.

The strategy forum team plans to meet shortly to prepare a proposal for submittal to the Strategic Planning Committee for review and recommendation to the President's Cabinet as a new Action Project.