



**Strategic Planning Advisory Committee
Meeting Minutes**

March 26, 2015
2:00 pm - 4:00 pm
AD-127

<i>In Attendance:</i>	Terry Rizzo (Co-Chair)	Matias Farre
	Samuel Sudhakar (Co-Chair)	Beth Jaworski
	William Aguilar	Connie McReynolds
	Monica Alejandre	Laurie Smith
	Jonathan Anderson	Jeff Tan
	Sharon Brown-Welty (Skype)	Julie Lappin
	Kathy Ervin (phone)	

Discussion Items

A. Approval of Minutes

Discussion: The minutes from the March 12, 2015 SPAC meeting were approved.

B. Updates from PDC

Discussion: None

C. Discussion on Working Groups

Discussion:

- SPAC reviewed the updates made to the draft Objectives and Strategies by the Working Groups and commented below.
- Student Success: Their progress is coming along nicely. We've received comments that teaching should be in the Objectives, but it is implied in Objectives 1 and 2. The data received has focused more on smaller class size and additional faculty rather than effective teaching. Dominguez Hills has a similar Objective in their Strategic Plan, but effective teaching components are flushed out in the Strategies, which we could adopt. Additionally, graduate components need to be included in the overall approach. Suggest to the Student Success Working Group that they consider editing their Objective 2 to: "Adopt the Institutional Learning Outcomes and use the assessment of the Institutional Learning Outcomes to guide effective teaching and continuous program improvement."

- Faculty and Staff Success: Objective 1 is new and includes teaching. It was suggested to edit Objective 4 to the following: “Increase funding and faculty release time to provide more student opportunities for supervised research and creative activities by 10%.” Non-instructional and contingent faculty should be included as well. Can a baseline be obtained for Objective 5? There is general training that HR provides, but a lot of the training needed to advance is specific to the respective areas, so a baseline HR number is not adequate. 10% is troubling because our understanding was only \$3500 is allocated annually for staff improvement and if it increases by 10%, a small number is involved. Tuition waivers are helpful, provided supervisors allow employees to take the class, but this depends upon institutional need. Perhaps a Strategy could delineate additional support when staff taking courses causes a hardship to the department or an individualized plan is created for each employee that considers their department needs, supervisor’s approval, etc. Also for this Objective, what does accountability mean? Someone taking ownership? Probably meant tracking, but the WG will be asked for clarification. Coaches, librarians, and counselors are faculty, but the faculty Objectives don’t necessarily pertain to them. They don’t all do research, but they have professional training. SPAC will receive further suggestions from these constituents for potential inclusion. In Objective 6, would including language of “recruiting diverse faculty that represent the communities we serve” exclude qualified, but not diverse, faculty? Proposition 209 is a concern as well. Finding diverse candidates is easier if time and resources are provided, so a possible Strategy could include department-level resources for this. Example – The American Association of Hispanics in Higher Education could be a good resource for recruiting diverse candidates. Retaining faculty and removing those barriers will be flushed out in the Strategies. We are assuming that when we use the term “faculty,” it includes part-time, adjunct, etc. Objective 7 could be edited to the following: “Expand ~~rebuild~~ the tenured and tenure track faculty by 50 progressively over 5 years.” Also, clarity should be given to the number of faculty (i.e. net 50 higher above current?).
- Resources Sustainability and Expansion: There was discussion around including resources for semester conversion, but the general thought was not to take it into consideration as it may not occur in the next 5 years. It was suggested that in Objective 1, public/private be further defined. This WG is currently editing their Objectives, including adding a 7th Objective on increasing university entrepreneurial activities. This WG has also assigned their members to enhance their assigned Objectives, which includes sub-WGs to assist. Beth is working on Objectives 1 and 3; Laurie - Objective 2; Stuart, Jeff and Gerard - Objective 4; Marc - Objective 5; Gerard and students - Objective 6. The Objectives aren’t in any specific order, so Objective 6 doesn’t necessarily have to occur before 5.
- Community Engagement and Partnerships: these are a list of potential Strategies. Conceptually there are three Goals and then embed Strategies. The Objective on community-based research was removed by the WG.
- Identity: these are a list of potential Strategies. The WG revised Objective 5 since it was a commitment speaking about money and it should go under resources. How do you talk about commitment dollars when you are building an identity?

Action: SPAC should continue to be cognizant of what the WGs are doing.

D. Next Steps

Discussion: Since we receive the WGs' final drafts on May 15th, SPAC's workload will be heavy the last two weeks of May to ensure the final draft Strategic Plan is complete. Currently we have 32 Objectives, so narrowing them down to approximately 20 may be more manageable. SPAC will review what is submitted and see how redundancy can be eliminated. We'll give a roadmap and timeline to the Implementation Team. SPAC has received pushback that the WGs are not happy with utilizing the Strategy template provided and finding other institutions.

Action: Obtain suggestion from Jolene about how many Strategies we should be aiming for. After the WGs have completed their drafts Objectives and Strategies, they should be reviewed by our legal counsel.

E. Important Dates

Discussion:

Campus Forum: April 15th 3 – 4 pm, Obershaw

Tentative WG meetings with Jolene: May 6th, Pine Room

- WG 1: 9 – 10 am
- WG 2: 10 – 11 am
- WG 3: 11 am – 12 pm
- WG 4: 1 – 2 pm
- WG 5: 2 – 3 pm

SPAC meeting with Jolene: May 6th 3 – 5:30 pm, Pine Room

Community Breakfast: May 7th 7:30 – 8:30 am, UEC Boardroom

Town Hall: May 7th 1 – 3:30 pm, SMSU Events Center

F. Roundtable

- Comments have been made that the process is very open and transparent
- There is concern about faculty not being engaged in the process. SPAC faculty members should encourage their colleagues to participate.
- A lot of progress has been made on the Goals. It is clear the WGs are working hard. Suggestions will be made later on incorporating redundant Strategies.

G. Next Committee Meeting

SPAC meeting (April 9, 2 – 4 pm in AD-127)

Working Group meeting (April 10, 2 – 4 pm in PL-5005)