

Institutional Strategic Planning Council (ISPC)  
Minutes – Thursday, April 26, 2012  
205 Welch Hall

Attendees: Colin Blakely, Jim Carroll, Ted Coutilish, Mike Fox, Tara Lynn Fulton, James Gallaher, Ellen Gold, Walter Kraft, Bernice Lindke, John Lumm, Sue Martin, Murali Nair, Bin Ning, Carl Powell, Melody Reifel Werner, Anita Schnars

Facilitator: Anita Schnars

Guest: Steve La Chance, Jeanne Thomas, Peggy Liggit, Evan Finley

### **Agenda Items/Key Points**

- Approval of Agenda
- Approval of Meeting Minutes –March 7, 2012

### **AQIP Systems Portfolio Highlights Presentation – Jeanne Thomas**

- Jeanne presented a Power Point on the work that has been completed on the Institutional Systems Portfolio that will be presented in June, to the Higher Learning Commission, our accrediting body.

Comments:

- All AQIP work is compatible with ISPC.
- A written summary of the data collected through the ISPC will be provided to Jeanne. This will assist with interfacing the work of both committees.
- Jeanne will also prepare a paragraph for the ISPC members to reference should any of the HLC reviewers contact them for feedback. Walter will also assist with this.

### **Open Forum Summary Debrief**

- Feedback from the open forums on campus was presented and discussed during the AQIP comments portion of the meeting. Handouts were also provided.

### **Mission Writing Group Updates:**

- The group met and brainstormed many ideas, thoughts and statements.
- Goal was to create about 3 drafts/versions of a statement for review with the goal of keeping it short and easy to remember and repeat.

### **Strategic Directions Discussion – Review of Strategic Initiatives Draft**

- How do we proceed at this time?
- A reasonable number of initiatives is somewhere around 6-10. Anita will look for overlap and consolidation. The group indicated a few areas where some consolidation could be done.
- Dr. Martin advised that there would be a market analysis completed and this data and feedback will be helpful for working on the Initiatives. Scope of work is being established. This results/analysis will take a few weeks.
- If anyone has suggestions or ideas on what areas the market analysis should focus on, email Dr. Martin within the next few days.
- Dr. Martin will provide the finalized scope of work to the ISPC.
- Once this analysis is complete, further work on the Mission Statement and Initiatives can continue.
- Once the analysis is complete, a retreat for the ISPC will be useful, schedule this in mid July to August. This would be a ½ day or possibly daylong retreat.

- The potential process going forward can be defined as follows: Market analysis, finalize mission, take to the university (forums), finish Initiatives, near completion fall Semester, and take to BOR for approval.

*Next Meeting/Adjournment*

- Date/time to be determined, Casey will send a Doodle poll when appropriate.
- Meeting adjourned – 10:10 am

Respectfully submitted,  
Casey Wooster