

Planning Sub-Meet and Confer
Notes
Thursday, October 12, 2006
11:00 am – 12:00 pm
CSU256

I Welcome and Introductions of Members

II Strategic Planning Initiatives

Dr. Olson discussed his ideas on planning, the need to link Planning, Budget, and Assessment, and stressed the importance of shared governance. He posed a number of excellent questions for our consideration:

- What is the role of this Planning Committee, our purview?
- What level of planning matters come to us, and when?
- What about issues of space?
- What is our role in regard to performance, assessment, and evaluation of strategic priority initiatives?
 - ones that are currently active
 - ones should be moved forward to base budget
 - what happens when one has languished?

Dr. Olson suggested the use of a dashboard (color coded) on our website for priorities, to note the progress of initiatives.

III Institutional Planning Office

Dr. Johnson gave an overview of perspectives and goals for the Institutional Planning Office, including comments on

- Strategic Initiatives
- Organizational Structure
- Continuous Improvement - Critical Success Factors (CSF)

IV Drafts

FY 08 Priority Funding Request

Planning members made recommendations for changes, a reworking of last year's form based on comments of people after dealing with requests. Revisions will be made by the small group task force, Rosemary Kinne, Jean Haar, and Perry Wood, and revised draft to bring to the Planning Meeting on 11.2.06. These changes were made based on comments of people after dealing with requests. This document will help link planning budget and assessment.

In looking at new RFP, some changes were suggested such as signatures, spending, budget and budget assumptions. Also narrative was requested for each proposal. It was discussed when presentations will start, it was decided that the presentations would start in late January instead of early February so we can get recommendations to Cabinet early.

There was some discussion as to which priorities (old or new ones) for Strategic Planning Initiatives. Does the committee want to stay with old priorities or allow for innovation? The Planning Committee agreed to continue with the old priorities, but allow for new ideas.

FY 07 Strategic Initiative Funding Reports, Mid-year and Final

This draft of newly created document to track and evaluate recipients of allocations for the current year is to be considered at 11.2.06 meeting.

V Calendar

The Planning members agreed to the following timeline, *with exact dates and processes to be finalized at the next meeting*

- Timeline
 - November, request for proposals
 - Late January, presentations (pitch to sub-group, report to whole)
 - First of March, recommendations to Cabinet

Meeting Schedule, Thursday, 11-12/12:30, dates and times confirmed

- o November 2, 2006 Room CSU256
- o November 9, 2006 Room CSU285
- o November 30, 2006 Room CSU256
- o December 7, 2006 Room CSU256

VI Other Items

Dr. Johnson described a conference she will be attending, *Improving Public Value*, and she will update the Planning Committee on materials and sessions after the conference.

VII Resources

Institutional Research Links: Documents in Progress

- <http://www.mnsu.edu/instres/draft/ah.pdf>
- <http://www.mnsu.edu/instres/draft/an.pdf>
- <http://www.mnsu.edu/instres/draft/bu.pdf>
- <http://www.mnsu.edu/instres/draft/ed.pdf>
- <http://www.mnsu.edu/instres/draft/sb.pdf>
- <http://www.mnsu.edu/instres/draft/se.pdf>
- <http://www.mnsu.edu/instres/draft/univ.pdf>

Handouts provided at this meeting:

- Final Joint Report 2005-2006 (Budget & Planning Sub Meet and Confer)
- FY07 Initiative Funding List
- FY07 Strategic Initiative Funding Report (DRAFT)
- FY08 Strategic Priority Funding Request (DRAFT)
- Strategic Priorities & Objectives
- Strategic Priority Approval Process Timeline (Revised 3-20-06)

Members in attendance

- Lynn Akey
- Linda Duckett, Co-Chair
- Daniel Elliott
- Jeff Iseminger
- Avra Johnson
- Rosemary Kinne
- Steve Larson
- Gregg Marg
- Sandra Mullins
- Scott Olson, Chair
- Carol Stallkamp
- Patricia Swatfager-Haney

Meeting adjourned.