



NORTHEASTERN STATE UNIVERSITY

UNIVERSITY PLANNING GROUP

FUTURE STUDENTS

CURRENT STUDENTS

ALUMNI

ATHLETICS

GIVING TO NSU

UPG HOME

MISSION

STRATEGIC PLAN

ARCHIVES

Working Draft Strategic
Goals: 2011/2015

2006 Strategic Plan

Minutes 2008-2009

CONTACT US

UPG Minutes - December 11, 2009

Draft Minutes December 11

University Planning Group meeting (Draft December 28)

9-11 am (NET614; BA-A215).

Agenda

- Academic Prioritization Process Update
- Review and Approve Working Draft Goal 7 (Resources and Growth). Discuss status of Goal 6 (Culture and Entertainment).
- January/February Communication Program for Strategic Goals
- Setting university level priorities
- Integrating Budget process and Strategic Planning process & Function/Unit plan updates in spring
- Future Issues

Call to Order: 9:01 AM

MOTIONS:

- Motion to pass November 2009 minutes, motion to approve without changes passed. No opposed, no abstaining.
- Motion to approve the Communication Program in proposal 2, passed. No opposed, no abstaining.
- Motion to approve engaging the Cabinet in setting priorities in proposal 3, passed. No opposed, no abstaining.
- Motion to approve changes on goal 7 as presented in proposal 1, passed. No opposed, no abstaining.
- Motion to approve changes on goal 6 as presented, passed in proposal 1. No opposed, no abstaining.

All motions on Strategic Goals refer to the content of the goals, understanding that Nancy Garber and Dave Kern will work with team leaders to ensure consistency and accuracy of wording.

Future meetings: Fridays 3-5, third or fourth

Adjourned: 10:45 AM

SUMMARY OF DISCUSSIONS AND COMMENTS:

- Academic Priorities update: Janet Bahr – List of issues has been created. Subcommittee is now addressing issues. Will get back with feedback ASAP. Mostly small things to add and clarify. Small subgroup issues is figuring out how to allocate cost per program. Has to do with internal data, how it is collected and what is available. Julie Sawyer is working on manual, much is manual input. When programs cut across several accounts it can be difficult.
- Proposal 2 – Admin staff group needed. University assemblies, need to go to BA and Muskogee. More participation when we send information to people rather than just joining a blackboard group. Weekly email. Janet Bahr – preliminary draft paper documents at opening meeting in January, in. Paper mailing to faculty and staff -- one page with goals, explanation and link. There is a need to insure that everyone is aware of the importance of the goals and strategic draft. Some have asked that comments be kept confidential. Public forums may restrict some willingness to participate. Michael Gibbons will confirm that there is an option to post anonymously on blackboard.
- Proposal 3 – Would like to do Jan or Feb, statement by February.
- Proposal 4, Integrating Planning and Budget schedules was not voted on in order to allow for more detailed discussion (see Proposal 5). The proposal was prepared by Christy Landsaw in consultation with Kim Cherry, Dave Kern and others. The proposal was altered to begin the full cycle in 2011, recognizing that 2010 must be a transition year. The major complications for 2010 are that **Unit Growth and Development Plans** were completed in October for many of the units, and that the Academic Prioritization Process will require the focus of the academic units in the spring time frame. Current unit plans referenced the 2006 Strategic Plan, and any attempt to update with the new input from the Working Draft Strategic Goals will cause confusion. At the same time, the growth and development plans should include any plans that will require budget needs requests. Unit leaders need an opportunity to review the schedule and to have input into any spring planning requirements in this transition year. It is important to receive feedback from the functions/units on the Working Draft Strategic Goals. Dave Kern asked for volunteers to discuss the transition year issues/process prior to the beginning of the spring semester (Martin Venneman, John Schleede, Christy Landsaw, Tim Foutch, Denise Deason-Toyne, Janet Bahr and Craig Clifford – meeting set for January 6 at 10:00 a.m. in Admin 217).

PROPOSALS:

Proposal 1 (Goals 6 and 7 approved – appendix): Review, change and approve goal 6 and 7 for distribution to the university community.

Proposal 2: Launch a two-way communication program for the Goals for January/February with the following components as guidelines (adjusted as required by steering committee):

- Blackboard & website are launched. Teams to monitor/respond to DISCUSSION BOARD.
- Opening Meeting encouragement to engage.
- Two University Assemblies.
- Weekly emails, RiverHawk Daily notice
- Opening Meeting Handout
- Introductory/working sessions with President's Council, Academic Council, Faculty Council, Department Chair Committee, NSGA and Administrative Staff group.
- Review and discussion(s) with Cabinet (integrate with critical issues and priorities below).

Proposal 3 (Approved): Engage the Cabinet in a discussion of critical issues and a limited number of university level priorities, for follow-up with the UPG.

Proposal 4 (for further discussion): Recommend to the President's Council and the cabinet the coordination of unit and university strategic plans/updates with the budget cycle (all in a transparent structure consistent with concepts of inclusion, collaboration and shared leadership). The following schedule is proposed to go into effect starting January 2011. 2010 will be a transition year.

- Strategic planning guidelines published in January 2011.
- Unit Plan/updates submitted by May 1 to VP/Functional Leaders.
- Vice presidents submit plan updates to the cabinet by June 1.
- Cabinet review plan update, approval and provide formal feedback by July 1.
- Unit and University plan updates from feedback and review process finalized and back to Cabinet by August 1.
- Cabinet to submit final prioritized plan to Budget Office for preparation of the Budget Needs Survey by September 1.
- Final Budget needs survey completed September 15 for review by the cabinet.
- Budget needs request submitted to OSRHE regents October 1.
- E&G Budget Packets delivered to Departmental Units by March 1.
- Units submit E&G budgets March 15 to appropriate VP/Functional Leader.
- Budget Hearings (if held) should be completed with VP/Functional Leader/Budget Office.
- Vice-president review and feedback budgets to cabinet by April 15.
- Cabinet review, approval and feedback completed and submitted to the Budget Office by May 1.

Proposal 5: Establish a limited time-frame task group to determine directions for unit plan updates in the spring semester (no vote, but was formed). The essence of the update approach is to add, delete and alter existing objectives, actions, timetables and measurements based on a determination of the units in consultation with the function leaders and the Cabinet. Provides guidance for final published Strategic Plan.

Members in attendance: April Adams, Martha Albin, Janet Bahr, Jym Brittain, Richard Carhart, Sue Catron, Craig Clifford, Sheila Collins, Denise Deason-Toyne, Phyllis Fife, Tim Foutch, Nancy Garber, Michael Gibbons, Kay Grant, John Gyllin, Tom Jackson, Dave Kern (chairperson), Mark Kinders, Jeff Konya, Christy Landsaw, Pamela Louderback, Doug Penisten, John Schleede, Joe Spence, Martin Venneman, Chuck Ziehr

Members absent: Laura Boren, Jym Birttian, Kim Cherry, Della Combs, Liz Cook (NSGA), Mark Giese, Kaylyn Handshy (NASA), Ed Hucceby, Christee Jenlink, Christy Landsaw, Tim McElroy, Shu Nakai, Mia Revels, Randy Shelton, Mike Turner, Andrew Vassar.

APPENDIX A: Approved Working Draft Strategic Goals 6 & 7

Strategic Goal 6: Improve quality of life by serving as a cultural and entertainment destination on our campuses and throughout the region we serve. A center for cultural enrichment and entertainment is achieved by promoting and advancing the fine and performing arts, NCAA intercollegiate athletics, lectures, university student organization programs and recreational co-curricular activities.

Through these activities Northeastern State will act as a preferred destination for visitors and serve a dual function of enhancing regional economic development through visitors' expenditures while providing an exceptional experience for those who participate in our activities and events.

An institution that embraces a commitment to cultural enrichment and entertainment:

- Promotes diverse continuing education programs and services
- Acts as a regional leader that promotes concerts and lectures
- Supports the arts through student performances, art shows, museum quality exhibitions etc.
- Competes in the highest classification of NCAA intercollegiate athletics as possible
- Provides (sponsored and non sponsored) recreational activities for campus and community members
- Hosts a variety of youth camps
- Nurtures and supports indigenous arts and cultural activities linked to NSUs heritage

Strategic Goal 7: Develop and manage the resources of the university to support a vibrant and viable community.

Our institutional goals will be enhanced through effectively managing our resources. This will be accomplished by committing to the development of our faculty and staff, combining efficiency and environmental responsibilities, developing our physical and technical infrastructure, significantly increasing the resource base, and committing to a university- wide environment which promotes customer-driven, quality programs.

This goal represents a significant challenge in light of declining state funding, dynamic changes in technology, and a history of deferred maintenance. The near term requires programs addressing quality, customer service, efficiency and prioritization. Major funding campaigns are essential for the long term achievement of the university's mission and vision.

An institution committed to creating a growing, vibrant, sustainable university community:

- Achieves sustainable student populations at all campuses.
- Creates and maintains physical campus environments that are distinctive in form, function and design. The university master plan provides the roadmap for building the physical resources to support the mission and vision, while acting as a model of sustainability.
- Maintains the technological resources to support learning and discovery.
- Establishes processes to achieve internal efficiencies for targeted reallocation of existing resources and optimal use of new resources which will allow us to adapt to the changing economic and market conditions, while maintaining our commitment to environmental responsibility.
- Develops targeted programs for all stakeholders to increase financial resources, and support the mission and vision of the university.