Strategic Planning Steering Committee
Meeting
3-9-10
Wishcamper 211
11:00am to 1:00pm

In attendance:
Garrett Adams
Dahlia Lynn
Molly Dolby
Bill Wells
Janet Warnert
David Nutty
Liam Harrison
Joyce Gibson
Susan Campbell
Beth Higgins
Rita Heimes
Ross Hickey
Michelle Drucker
Margaret Cleveland
Joe Austin for Craig Hutchinson
Dana Gray
Bob Bertram
Scott Steinberg
Bob Hanson
John Wright
Catherine Kuhn
Rob Sanford
Bob Caswell
Samantha Langley-Turnbaugh

AGENDA

1. Introductions 5 minutes
2. Chairperson’s Report 5 minutes
   • Limiting Task Teams to ten members for efficiency
   • Maintaining Strategic Plan website with progress reports
   • Mapping and adjusting action items to strategies
3. Task Force Teams: Identification of Spring Action Item(s) 5-7 minutes each

GOAL #1 Co-Chairs: Blake Whitaker and Rob Sanford
- First Meeting scheduled for March 19
- Two questions: Who are we? Who are you, the students?
- Curtailing degree programs for adaptive strategy going forward
- Action Items:
  -

GOAL #2 Co-Chairs: Beth Higgins and Susan Campbell
- Immediate Action Item:
  - Admission calling program for Spring 2010
- Action Items:
  - Partners for Student Success Campaign: Making the Connection
  - Experience Matters Campaign
  - Personal Commitment to Retention Campaign

GOAL #3 Co-Chairs: Dahlia Lynn and Roxie Black
- Action Items:
  - Conduct exit interviews for graduate research, assistant, and teaching positions
  - Conduct Annual survey of all matriculated graduate students and certificate students
  - Reinstate the Graduate Student Orientation programs
- Assisting formation of Graduate Student Government

GOAL #4 Co-Chairs: Samantha Langley-Turnbaugh and Rita Heimes
- Action Items:
  - Defining four research focus areas for USM: 1) Environmental Health, 2) Arts Culture and Economy, 3) Pedagogy of Teaching and Learning, and 4) Information Technology and Innovation
    - Additional comprehensive follow up forthcoming…
  - Developing list of metrics for defining those areas
  - Criteria include faculty numbers, funding, and student enrollment
  - Report findings next month (March)
  - Presenting results to Provost and President

GOAL #5 Co-Chairs: Janet Warnert and Meg Weston
- Action Items:
  - Task Team Meetings scheduled for April 30
  - Members working on Sunguard project which will replace Benefactor, the current gift recording system
  - Redefining and unifying budget and expense reporting regarding travel and other expenses
  - Customizing GL Inquiry training…
Defining preliminary account charting requirements given the strategic reorganization, emphasis on MaineStreet utilization
Testing Bill Payment Suite for improved student payment plans and to print pdf invoices

Scott Steinberg proposes: 1) maximizing tuition revenue, 2) measures to preserve state funding

GOAL # 6  Co-Chairs: Margaret Cleveland and Liam Harrison
Action Items:
- First Meeting was March 2nd
- Defining a “think tank” role for Diversity on the Campus
- Enhancing marketing materials to represent broader student body on various campuses
- Coordinating grant proposal for marketing funds

GOAL # 7  Co-Chairs: Joyce Gibson and Bob Hansen
- First meeting March 9th, 2010.
- Action Items to be determined…
  - Bob Hanson suggests: 1) __________ 2) reservations about strategies and actions skewed toward technology for community building actions
- Emphasizing internal communities, focus on students and USM as a teaching/mentoring university, as opposed to a solely research university.

GOAL #8  Co-Chairs: Bob Bertram and Dana Gray
- First meeting on March 4th, 2010
- Scheduled to meet on March 25th, 2010
- Action Items:
  - Utilities Master Plan – proposal due back on March 19th, 2010
  - Reporting planning on classroom improvements
  - Establishing Revolving Green Fund for improvements
  - Enhancing student social centers

4. Senate Reports of Progress 5-7 minutes

Faculty Senate - Jerry LaSala
  - ABSENT

Student Senate - Molly Dolby
  - Publicizing Student Forums across Campuses promoting Strategic Process Awareness

Classified Staff Senate - Katherine Kuhn
  - Building Community through events
  - Highlighting departments for interdepartmental awareness
    - Breakfast Planned for March 24th
Professional Staff Senate - Ross Hickey
  • Creating surveys and review the ways in which staff interact with faculty and students

Student Government - Maggie Guzman
  • Absent

5. Next Steps…
Open Discussion:
  • Assessing Strategic Goals and the Action Items and Process going forward, adhering to Strategic Plan while expanding and distributing decision-making, degree of action, and control.
  • Screening of changes to overarching Strategies and Goals to be reviewed by the President.
  • Changing Action Items, pursuant to Strategy and Goals, to be determined by Task Group or accountable participant, and; first, Reviewed by Steering Committee Chair; second, Reviewed by Steering Committee; and third, when prudent and necessary passed to review by the President.

  a. Matrix
  b. Timelines/Budgets
  b. SPI Retreat