The role of the Steering Committee is to provide advice and guidance for the eight Task Teams. In this meeting the Committee will provide feedback and possible directions as the Teams move forward. In the final analysis, the Steering Committee should feel comfortable with all implementation projects and that these projects are in the spirit of the Strategic Plan. Review the ‘Strategic Initiative Fund’ proposal that was written to support the implementation process. If successful it would provide us with $80,000 to work with next year.

In Attendance:
John Wright, Joshua Gates, Bob Caswell, Dahlia Lynn, Bill Wells, Molly Dolby, Janet Warnert, David Nutty, Bob Hansen, Craig Hutchinson, Rob Sanford, Ross Hickey, Garrett Adams, Susan Campbell, Bob Bertram, Jerry Lasalla, Judy Ryan, Meg Weston, Beth Higgins, Kate Forhan, Rita Heimes, Katherine Kuhn

1. Introduction
   • Fostering and Marketing the Transparency of the Strategic Plan via connections with WMPG, Gorham Television, Public Access, PSA and other media outlets
   • Each Task Team may form a conversational blurb for these outlets
   • Cautionary note about engaging external parties amidst internal processes
   • Customized promotional stationary: note pads, pins, and pens

2. Report of Progress from Task Teams
The general phase of the Strategic Plan Process is currently engaged in “Framing issues and conversations for the purpose of including wider audiences.”
– Committee Chair, John Wright

   • Team One:
     o Identifying programs and outcomes of distinction and strength for the University
     o Four Areas of Distinction: Music, Environmental Health, Writing, and Muskie School of Public Service
     o Business as area of distinction? Many strong programs in University, not necessarily distinctive
     o Aligning areas of distinction with core competencies of University
• Team Two:
  o Partners for Student Success Campaign
  o Personal Commitment to Retention Campaign
  o Establishing focus around 11 areas of academic programming and discussion of development opportunities
  o Establishing Advising offices at York, Central and Southern Maine Community Colleges

• Team Three:
  o Enhancing graduate student orientation
  o Recording grad-assistant experiences

• Team Four:
  o Defining areas of *distinction*… as in R&D
  o Establishing discussion around research and academic development resource allocation

• Team Five:
  o Implementing Sungard’s “Advance” Fund Raising platform
  o Implementing bill payment suite “SciQuest eProcurement”

• Team Six:
  o Proposal for Establishing a $10,000 “Seed Money” fund for student centered diversity projects granted through 16 annual awards
  o Improving marketing image materials to reflect more diversity

• Team Seven:
  o Adopting a news-oriented approach to faculty and student success
  o Increasing the internal visibility throughout the University via website
  o Increasing opportunities for community exchanges and University-wide community events (ie: University Hour)

• Team Eight:
  o Accepted Gorham Facility Master Plan from Staff & Harriman
  o Energy and Green Fund: Upgrading Woodbury Campus Center lighting Hiring Director of Energy and Utilities, Facilities Management
  o Classroom beautification plan formation underway

3. Review of Strategic Initiative Fund Proposal, provides working funds for Task Teams Committee
   • Pursuing allocation of $80,000 grant to work with next year.
   • Retreat scheduled for May 4th, 2010, 12pm-4pm

4. Concluding Comments