Student Learning and Academic Success
Topic Team

Strategic Planning Project

March 2, 2015, 2-3pm
Location: MCB, Mt. Tabor Conference Room

Invitees:

| Darrell Brown       | Zapoura Newton-Calvert | X |
| Tom Bull            | x CeCe Ridder          |   |
| Rowanna Carpenter   | x John Rueter          | X |
| Johannes De Gruyter | x Becky Sanchez         | X |
| Laura Hickman       | x Aimee Shattuck        |   |
| Sukhwant Jhaj       | x Kari St. Peters      | X |
| Matthew Johnson     | x Danelle Stevens      | X |
| Mark Jones          | x Ember Stevens        | X |
| Matthew Landkamer   | x                       |   |

X=Attended

Agenda:
1. Review overall process
2. Go over topic team toolkit
3. Describe role of chair, elect team leaders
4. Describe role of staff person
5. Talk about recurring meetings
6. Go over next meeting agenda
7. Identify research needed
8. Equity Lens orientation

Meeting Notes:

- Introductions all around
- Matthew provided an overview of the process. He talked about why we are doing strategic planning now, how the SPDT and processes were developed, etc.
- Topic Team Toolkit:
  - We reviewed the topic team high level questions to articulate the charge for the team
  - We reviewed the list of questions that supported the creation of this topic team
  - Defining successful outcomes: goal is to have this proposal drafted by May 1. The midpoint check in will happen with the co-chairs in a few weeks (likely beginning of April). Minority reports are an opportunity for dissenting opinions to be heard and included in the strategic plan.
  - Any research requests can go through Kari.
  - We can also organize events or connections to individuals or groups, etc.
  - In the next meeting we will focus on our SWOT analysis.
  - Objectives are how we will measure success.
  - Interdependencies will be a way to consider cross pollinating themes between topic
teams.

○ Trade-offs will be key to articulate for each initiative.

● Equity Lens:

○ Matthew articulated where this lens idea came from: chair leadership series in October. We were asked how we would apply a social justice/equity lens to our process/plan. We didn’t have an answer so we tapped experts from across campus. This group of experts gave us direction on a lens and how to organize and support the use of a lens or lenses in this scenario. They advised us that we needed to keep the focus narrow in order to do something meaningful. The group landed on the idea that we would have two lenses that represent different groups.

○ Matthew walked us through the difference between applying lenses to the plan vs the process. This work should set the stage for work moving forward. The goal is not to do this perfectly or to have perfect answers but to do our best with the resources we have.

○ How do we account for income levels in this conversation? Action: (Kari) Pass this on to the Equity, Opportunity, and Access team. Matthew pointed out an area in the template where we can address this directly. After follow up Kari learned that a representative for this group will be included on one of the lens advisory groups. We also have the right to include any additional groups we feel we should in our proposal.

● Co-chairs: Aimee and John volunteered.

○ General Consensus: Aimee Shattuck and John Rueter will co-chair.

● Staff role:

○ Kari explained her role in providing logistical support, taking minutes, collecting and following up on research requests, working with the Project Support Team to provide outreach opportunities and in writing the proposal.

● Research on campus to date: please send any requests for research to Kari. This can include work happening on campus now, general research, etc.

● This team will want to reach out to students very deliberately. Action: Kari and Matthew talked about some of the upcoming events on the Communications Team radar and will bring back some ideas around this work at the next meeting.

● Next steps:

○ Will we have an opportunity to develop our own guiding principles as a team? Yes, if this team wants to they are welcome to define these.

○ Think about Strengths, Weaknesses, Opportunities and Threats relevant to this topic in preparation for our next meeting.

○ Kari will forward the link to the resources page.

○ Get the schedule solidified.

○ Get resource requests and support events requests in to Kari.

○ Other topic teams to work with:

  ■ Campus Climate
  ■ Equity, Opportunity and Access