Strategic Planning and Institutional Effectiveness Committee (SPIEC) Meeting

October 6, 2010 2pm -3pm AB5 309

Summary

Present: Snyder, Laviolette (for Henry), Lindsey, Jaeger, Johnson, Belcher, Genson, Mc Shane, Pegnetter, Crabill
Absent: Baker, Duff, Shepard

Co-Chair’s Report

Paul reported the PBC had met the week before and had reviewed and accepted a final set of technical changes to the PBC by-laws. Consequently, it was possible to finally complete appointments to the PBC and its six committees. Also at that PBC meeting, a plan for assigning responsibility for accomplishing various aspects of the strategic plan was reviewed and adopted which was subsequently shared with the committee for today’s meeting.

Discussion of Monitoring Strategic Plan Implementation

Paul turned the committee’s attention to the document assigning responsibility for fulfilling aspects of the strategic plan. He noted that based on this document and consideration of the planning and budgeting cycle the committee discussed at its first meeting, he had drafted a tentative schedule for review which he then distributed to the committee. He noted the review would involve asking each of the 4 VP’s and each of the other five PBC committees to meet with SPIEC during the spring term. Paul added that he expected the committee’s meeting schedule to be very full during the spring term. Dean Pegnetter raised questions concerning projected enrollments by program and allocation of resources associated with the development of action plans during the spring. A discussion ensued on this topic. Paul asked for any comments or suggestions with regard to the timeline to be forwarded to him.

Discussion of Committee Operating Procedures

Paul pointed out that the PBC by-laws required written operating procedures for each of the six committees of the PBC. He added that he had shared with everyone a copy of the procedures used by the ERMC that was developed last year. Based on that model, Paul developed a set of procedures for the SPIEC which he said followed what SPIEC did last year in the conduct of its business. He asked everyone to read through the document and provide any feedback to him so we could finalize the procedures at our next meeting. There was some discussion about a statement that the committee would use Angel for posting and sharing documents. Paul said he would change that to email.

Next steps

Paul said that the bulk of the committee’s work will occur as it did last year during the spring term. Consequently, he proposed canceling the next two scheduled meetings of the committee so that the committee would next meet on November 17. There was agreement on this.