**Strategic Planning and Institutional Effectiveness Committee (SPIEC) Meeting**

**March 30, 2011 2pm -3pm AB5 309**

**Summary**

Present: Snyder, Belcher, Crabill, Henry, Lindsey, Jaeger, Johnson, Duff, McBride (for Shepard)

Absent: McShane, Genson, Volkan, Baker, Shepard

**Co-Chair’s Report**

Paul noted that Duncan McBride would be attending today’s meeting for VP Shepard and would provide his report on Strategic Plan progress. Paul added that no additional unit goals for 2011-2012 had been provided. He distributed a summary of progress on Athletics’ action plans for 2010-2011, and noted all the goals had been met or were likely to be met by the end of year.

**SP Plan Progress Report: AVP McBride**

Paul turned the Committee’s attention to AVP McBride who briefed the Committee on progress toward fulfilling SP Goals that fell under the area of Administrative Services and Finance. Goal 2, 3.1, Duncan noted progress on all the plans with Eagle ID usable on vending machines and the use of Touchnet intelligent cashiering management system for payments. Goal 3, 1.1, Duncan noted the reorganization within Computing Services consolidating Information Systems and the emergence of Network Services as a distinct unit. With regard to Goal 3, 2.1, Jen noted that P-Card use had been expanded to increase purchases of about 10% and that a Study Abroad Travel Card had been created. In addition she noted that Touchnet electronic disbursement of financial aid was getting money to students’ accounts faster and without the need of paper checks. Steve reported that HR had determined what was needed for web-based work time reporting but was now faced with a resource issue before implementation could occur. Cathy noted that acquisition of DegreeWorks had achieved broad consensus for next year. Concerning Goal 3, 3.5, Duncan noted two additional police officers had been hired and new traffic lights and road upgrades had helped to improve campus traffic flow. On Goal 3, 4.1 he mentioned the CRM acquisition from Banner and on 4.2 he added that Isaac’s office was improving minority relationships. Steve mentioned that Marc now had an admissions counselor at Manatee to bring more minority students to FGCU. With regard to the other goals under Joe’s area of responsibility, Duncan said he would work to get more detailed information from the relevant office directors.

**Updates from Committee Co-chairs Present**

**ESC:** Lewis Johnson said the committee was ready to finalize its plan when it meets on Monday.
IRC: Dave Jaeger distributed a summary of best practices for recruiting and retaining IT staff along with a set of benchmarks for monitoring workload issues across IT offices. Duncan said these were very welcome data. Dave stated they hoped to complete the document when the Committee meets on Friday.

ERMC: Donna mentioned that several recommendations from the Committee had already been shared with the PBC and that they are under consideration. She mentioned that she was heading up a subcommittee looking at enrollment management with a goal to improving how we bring students into the university.

**Continuing Review of Action Plans**

Paul drew the Committee’s attention to the previous work done by George Alexander in PIP concerning the initial review of action plans for next year received from the units of the university. Paul distributed a further evolution of this document that aligned the action plans by unit under SP goal and associated strategies. He said the Committee could use this as a starting point for discussion at its next meeting.

**Next steps**

In response to a question from Cathy, Paul noted the review process was proceeding with recommendations from SPIEC to go to the PBC by the end of April. The next meeting is scheduled for April 13.