To: Dean Van Galen, Chancellor  
116 North Hall  
University of Wisconsin-River Falls

From: Wes Chapin, Chair  
Faculty Senate  
University of Wisconsin-River Falls

December 15, 2011

RE: UWRF Faculty Senate Motion 2011-2012/74

At the December 14, 2011 meeting of University of Wisconsin-River Falls Faculty Senate, motion 2011-2012/74 was passed and it is effective immediately. This motion is forwarded to you for your action.

Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to approve the formation of a Strategic Plan Progress Committee. This body will replace the 2012-2017 Assessment Task Force. It will also replace the Strategic Planning Coordinating Group and the University Planning Group when their work concludes later during the 2011-2012 academic year. The vice chair will make the appropriate modifications of the roadmap in the Faculty and Academic Staff Handbook, 3.4. This motion will take effect immediately.

Note: A subsequent motion will be necessary in spring 2012 to amend Chapter 2 to remove the UPG.

Strategic Plan Progress Committee (SPPC)

Role:
- Manage, assess, and communicate progress in implementing the 2012-2017 strategic plan.

Specific Responsibilities and Duties:
The responsibility of the Strategic Plan Assessment and Communication Task Force is to:
- Monitor, assess and report progress on goals and initiatives, including measurable outcomes/key performance indicators
- Identify specific initiatives of the strategic plan that should be prioritized on an annual basis, and to articulate responsibility, timelines, and specific work products for the priority initiatives. These priority initiatives will be submitted to Faculty Senate for vote and to the Chancellor for consideration/approval.
- Manage documents related to the strategic plan goals, initiatives, and accomplishments.
- Facilitate strong and regular communication of strategic plan progress to the campus and broader community by:
• Developing and ensuring the implementation of a plan for regularly updating the campus on progress, including recognizing and celebrating success, on at least a monthly basis (during the academic year)
• Producing an annual written assessment report that is submitted to Faculty Senate and the Chancellor, and is communicated to the campus community in an effective and transparent manner
• Plan and host an annual strategic planning retreat to review and discuss progress and challenges on the strategic plan, and to inspire on-going and broad ownership of the plan

Membership (annual terms with goal to have some members serve multi-year terms to ensure continuity):
• One member of the Cabinet appointed by the Chancellor (chair)
• Faculty Senate Chair (vice chair)
• One additional faculty member to be appointed by Faculty Senate
• One tenured academic administrator appointed by the Provost
• One academic staff member appointed by the Chancellor in consultation with the Chair of Academic Staff Council and approved by Faculty Senate
• One student appointed by the Student Senate
• One support staff (ex-officio, non-voting) to manage meetings, materials, follow up (invited by the administrative chair)

Also, from time to time, representatives from areas such as institutional research, university communications, etc. may be invited to meetings to support the Task Force.

Approved

Disapproved

Dean Van Galen, Chancellor  

Date: 12/23/11