University Planning Group Minutes
November 15, 2011

Time:  3:00 p.m.
Location:  Chancellor’s Conference Room, 114 NH
Present:  Fernando Delgado, Michael Harris, Stacey Stoffregen, Brian Schultz, Jim Madsen, Mark Meydam, Mike Miller, David Trechter, Mike Stifter, Hossein Eftekari, Tynan Heller, Kurt Leichtle, Wes Chapin, Gregg Heinselman
Absent:  Steve Kelm, Tyler Halverson

Agenda Items

Discussion of LTP Dashboard, Reviewed Status Reports

Goal 1: Early Alert System
- Did not receive update, the Provost will follow up.
- There has been a brief meeting with an ad hoc group to discuss what could be included as early alerts. Also conversations with the Recruitment Admissions and Retention (RAR) committee.
- The idea behind this task is to give students a dashboard they can help populate with their personal at-risk factors.
- Looking into MAP-Works.
- Would like to carry this operational task into the 2012-17 plan.
- It was asked if there was any GradeBook in D2L or if Wiki would be useful rather than using MAP-Works. The Provost informed the group that it is harder to pull the needed information from D2L. MAP-works is a student behavioral management tool and it allows students access to the dashboard as well. MAP-works will cost roughly $30,000 upfront so it will need to wait until the next budget cycle.

Goal 1: First Year Seminar & Learning Committee
- The original idea was to direct this towards pre major and undeclared students because they are at higher risk of dropping out. Would like to build inquiry and research into the foundations of the living learning communities.
- This project is spearheaded by Sarah Egerstrom and Mike Miller. They were working with Falcon Fellows.
- Hope to pull together the Falcon Fellows members so can continue with closing the loop and drafting a syllabus.
- The completion date will move into 2012.
- One member asked for clarification as he identifies these items as two distinct things. Further discussion posed that there may be some disconnect of the title of this particular task.
Goal 1: Extramural Funding
- Would like to expand the Grant Office. Would like to hire another individual to assist faculty research and write proposals. This individual would help gather opportunities from Community of Science (COS) or a similar database.
- COS is currently renegotiating with the System. May not end up with COS but will have some such product.
- Responsible Conduct for Research policy was passed by Faculty Senate in the spring of 2010.
- Increasing grant proposals and grant money to UWRF will become part of the way each program/college is evaluated.
- Would like the Grants program to be fully soft funded.
- There was a question about the capacity of faculty and how much more they can take on. The Provost responded by saying that they need to be able to invest in someone to assist the faculty and to build the pot of funds back up to offer an incentive.

Goal 1: Undergraduate Research, Scholarship, and Creative Activity (URSCA)
- The Provost will follow up with about the final report that was released in October and populate the LTP dashboard with the artifacts for reference.

Goal 1: Operating Paradigm
- The Provost spoke to the Vice Chancellor regarding this task and he suggests we populate the rest of the chart- who each group interacted with, notes shared, themes synthesized.
- It was mentioned the Vice Chancellor would be happy to come to UPG and talk about this task and the process.

Goal 2: Sustainability
- The Sustainability Working Group (SWG) reorganization proposal is on the next agenda for the Faculty Senate Executive Committee.
- The review of the STARS Metric Dashboard is on target.
- The STARS report will tie into the next steps of completing the CAPlan and SCCPlan.
- It is possible these reports will be completed by the end of the 2011-12 academic year. It largely depends on the amount of redrafting that needs to be done.

Goal 3: American Council on Education Internationalization Collaborative & American Council on Education Internalization Laboratory
- Barbara Hill, Senior Associate with the American Council on Education, was recently on campus
- The artifact for these tasks will be delivered in a year and will be similar to the URSCA report.

Goal 3: Experience China
- This continues to be an ongoing project, continue to recruit students. We may be able to
announce the faculty of the first cohort soon. On track for 25 students for the first year.

- As this is a collaborative effort with other campuses, it was asked how many of the students were from UWRF. The goal is to have a 2/3 to 1/3 ratio. Would like to see 40 students go.
- A question regarding the faculty model was brought up. Would the model be similar to Scotland or the new modular model? The thought is to have people on the ground for a longer period of time as things get going. There is a possibility to have a residence director type position which would be year round.
- At this time there will not be replacement costs to departments if staff go to China. Individuals continue to search options.

**Goal 4: Chancellor’s Fellows Program**

- The Provost is going to follow up with the Chancellor regarding this task. The Chancellor has been working Dan McGinty and Melissa Wilson on this task.

**Goal 5: Compliance**

- Recruiting diverse and talented applicant pools is the next logical step in building on UWRF’s commitment to inclusivity.
- Andriel Dees and Donna Robole, along with others, continue to develop strategies and tangible goals.

**Goal 6: Implement Phase 2 & Measure Campaign Effectiveness**

- Blake Fry is working with Darryl Miller’s marketing class to analyze the campaign and its effectiveness. The intent is to report out to cabinet in January.
- Members of UPG voiced an interest in having Blake join a meeting to speak more about these tasks and the findings of the analysis.

**Goal 8: Comprehensive DoTS Planning Process**

- Did not receive a status report.

**Goal 9: Academic Learning Spaces**

- DoTS and Facilities worked up a ten year plan in regards to the Falcon Promise. Looked at academic and productions spaces.
- Recently walk student senate through the ten spaces that we believe we can make the most of.
- Next year will begin implementation.
- There will be an annual report out to Student Senate.
- There was a request to provide more information to staff and faculty as to the areas that were selected for renovations. The Provost has brought these to the Deans and was hoping they would disseminate the information. Will follow up with Deans and possibly provide report outs at Leadership Assembly.
- Mike Stifter also offered that he could bring feedback and report outs to UPG throughout the year.
Goal 9: Falcon Complex (HHP)
- Hope to have a design team signed on by January or February.
- Would like to bring the HHP Steering Committee or Dale Braun into discuss this project and its progress in further detail with UPG. Will schedule for January or February.

Goal 10: Best Practices
- There have been Enterprise Risk Management workshops over the last few weeks to discuss practices. Waiting on report from System.

Goal 10: Campaign Plan
- The Board of Directors has approved a campaign outline.

Goal 10: Chancellor’s Circle
- This ties in with the campaign.

Goal 10: Bachelor of Applied Science Degree
- In the process of developing another adult degree completion program. The degree targets adults and students with Associate’s degree in Applied Science (AAS).
- Have met with the department heads who have stake in this degree. A basic design was completed. The Authorization to Implement draft is out and hoping to have proposal vetted by the end of the semester.
- This degree deals with existing minors in GIS, IS, and Law Enforcement. Many Minnesota schools offer these three courses.
- One obstacle of this task is approval from System.
- Hope to bring in outside evaluators, ideally individuals whose programs where foundation for UWRF’s proposal.
- Would like to have the design draft finalized by the holiday break.
- The committee is looking into utilizing space at Hudson Center for classes in this program.
- This is a program that can start in fall or the spring but need time to promote/campaign. May be able to accelerate this process based on interest of third party schools, such as St. Paul College, Inver Hills, and Pine Tech.

Meeting end time: 4:15 p.m.
Respectfully submitted by Melissa Fitzenberger.