University Planning Group Minutes
September 14, 2009

Time: 3:00 p.m.

Location: KFA Conference Room

Present: Fernando Delgado, Dale Gallenberg, Brad Mogen, Steve Kelm, Brian Schultz, Stacey Stoffgegen, Sarah Egerstrom, Gregg Heinselman, Kristen Hendrickson, Alan Tuchtenhagen, Michael Miller, and Dale Braun  Absent: Josh Brock, Terry Ferriss, and David Rainville.

Agenda Items

1) Welcome: Provost Fernando Delgado welcomed the group by introducing himself and having the members introduce themselves. He does not have an agenda for the group at this time other than the Strategic Plan and moving forward with that and remembering that the plan must continue to move forward after it is “timed out.”

2) Living the Promise—what is working, what isn’t working, and what should we change for the last two years of the plan?:
   a) Fernando posed the question “What should we change?”
   b) Discussion by the group followed including these points:
      ● Communication needs to be addressed
      ● Too much time is spent on logistics. This group should focus on the bigger picture and move the plan forward.
      ● Communication is a large issue. A process for informing the campus of the Plan’s progress needs to be created/established
      ● UPG should focus on the “big picture”
      ● There is difficulty in measuring progress
      ● Strategic Plan should drive decision-making
      ● Is it necessary that everyone knows the details of the SP
      ● Goals are passed and approved but a measurable, desired outcome is not identified. No measurable outcomes for completion.

2) Steering Committee
   ● There is a need to focus the scope of this committee.
   ● Do we really need a steering committee?
   ● Suggestion to check with Provost Delgado about his opinion on a steering committee.

3) Liaisons
   ● Can UPG identify or does Faculty Senate identify what we undertake?
● One member commented that as a liaison, he experienced that some committees did not understand their role. He was able to communicate what the Strategic Plan’s role is in the process. Is it UPG’s role to do that? Does UPG need FS’s approval?

● What is the process for communicating goals to committees from the UPG?

● What is the result if Faculty Senate has not charged committees with working toward the goals of the Strategic Plan?

● Meeting ended with a request that all members consider which committees they wish to be a liaison to/for.

4) **SCUP**
   a) Materials will be sent to members.

Latest version of plan will be distributed to all members of group.

Meeting end time: 4:05 p.m.

Respectfully submitted by Jan Zoerb.