Planning Council Minutes  
Tuesday, September 18, 2012

Fastnow, Chris  Leist, Terry  Nielsen, Raechell  Strittmatter, Connie
Austin, Eric  Maher, Rob  Potvin, Martha  Theil, Joe
Dana, Susan  Mokwa, Robert  Sanderson, Michael  Watts, Myles
Edelman, Adam  Myers, Carrie  Sieloff, Christina  Shana Wold
(New Member)

I. Call to Order and Introductions.

II. Approval of Minutes for August 21, 2012.

III. Discussion Items:

A. President Cruzado will join the group.
   - On September 5, 2012, Ucouncil unanimously approved the Strategic Plan.
   - Visions will be aligned behind these goals.
   - Use some one time dollars to jump start the plan.
     - Start the plan
       - Taking those ideas to the BoR.
       - Clear criteria/guidelines
       - Share our plan in November.
       - Hold an Open Forum soon.
   - What are the expectations/next steps?
     - Peer list of institutions to help measure.
     - Monitor progress and share with campus.
     - Keepers of the document
       - Not passive
       - Collecting and communicating data
       - Available to reach out and go to colleges and dept meetings.
       - Colleges and departments will develop their own plans with in this year.
       - This not only for Academic areas, all areas should align with the Strategic Plan.
       - Data compiled and disseminated.

B. Communication Plan
   - Website: Chris Fastnow revealed the newly created website to the group.

IV. Other Business

   - The Council discussed the process of helping colleges and departments through their strategic plan process.
• The Council agreed that each area does not have to match every item in the strategic plan.
  - Areas should prioritize items relevant to their goals.
  - Plans should align somewhere with the MSU plan.
• Each area would be responsible to report their metrics to PCouncil, the Council discussed linking into reports that are already done by depts.
• Create a ‘Guide for Planning’ & a ‘Guide for Reporting’
  - What do we report now and how do we roll what we need?
  - This will help with program reviews.
• The Council discussed creating templates for depts to ‘plug’ in their plan.
• Plan ↔ Resources
  - Who identifies ‘road blocks’?
  - Who sets priorities?
• Possibly highlight specific goal area in a year?
• Communicate budget proposal process clearly.
  - Created a web based submission/approval process.
• PCouncil identifies goals that individual areas may not be able to attain on their own.
• Timeline:
  - Fall Semester – Colleges/VPs
  - Spring Semester – Departments
• The Council suggested a list should be gathered of people in each area who is the contact person for the strategic planning process.
• Planning Council is responsible for an annual report to University Council.

Next Meeting: Tuesday, November 20, 2012 @ 2:00 PM (President’s Conference Room)