**Strategic Planning Steering Committee Meeting**

August 16, 2018

Atkinson 202

The Strategic Planning Steering Committee met in Atkinson 202 on Thursday, August 16, 2018. In attendance were Mark Pelton, Dale Young, Michael Watson, Chris Ferland, Cara Smith, Sandy Gangstead, Suzanne Pittman, Susan Allen, Linda Bradley, Omar Odeh, Chavonda Mills, and Veronica Womack. Absent from the meeting were Bob Orr, who had a meeting conflict, Andy Lewter, and Amelia Lord.

Mark began the meeting by welcoming several new committee members. Suzanne Pittman will represent Enrollment Management, Michael Watson will represent University Advancement, and Cara Smith will represent Institutional Effectiveness. Chavonda Mills will be the new College of Arts & Sciences representative, replacing Ken McGill. Amelia Lord, who was unable to attend, is the new SGA representative. Mark noted that a University Senate representative has not yet been appointed.

Mark then summarized the ongoing role of the Strategic Planning Steering Committee. He provided committee members with a copy of the Strategic Planning Steering Committee Procedures approved by President Dorman on June 23, 2018. He noted that the procedures were drafted by the Steering Committee to guide the way going forward now that the committee has concluded its initial work to revise the mission, vision, and value statements and craft the strategic plan and the implementation plan. The committee’s role will be to work with the vice presidents to ensure that the Champions are addressing their action items and creating reports in the university’s institutional assessment program, which is currently Compliance Assist, but will soon transition to Watermark. The Steering Committee will make recommendations to Executive Cabinet as to whether action items should be modified or considered achieved. The Steering Committee will also draft new action items as needed and submit them to Cabinet for approval. He noted that the strategic plan will be a living document, with continual assessment and review, and with action items being modified, marked as completed, or created throughout the lifespan of the document.

New business was then discussed. Mark brought to the committee a draft of a new action item pertaining to the conversion of certain academic classrooms into active learning spaces. Mark said that he realized earlier this year that, although the university has been investing significant resources into the creation of active learning spaces, our strategic plan was silent on the subject. He subsequently discussed the possibility of adding an active learning action item with Dale Young, Michael Rickenbaker, Provost Brown, and Jeanne Sewell, Interim Director of CTL. The result of those discussions was the development of the draft action item that he presented to the committee for consideration. After discussion, the committee decided to split the draft action item into two action items, one addressing the physical transformation of spaces through furnishings and technology and the other dealing with training faculty to effectively use active learning techniques and spaces. Cara Smith volunteered to re-word the action items and send a draft to Mark prior to the September Steering Committee meeting. Discussion of the two new action items will continue at next month’s meeting.

Cara Smith then gave a brief introduction of Watermark. Watermark is the new program that will soon replace Compliance Assist. It is also the program that will house the Strategic Planning goals, action items, and initiatives that Champions are assigned to manage.

The meeting was then adjourned with plans for the committee to meet again on Thursday, September 20, at 2 p.m. in Atkinson 202.