

University Planning Group

Thursday, April 25, 2013

LSC Conference Room

Minutes

Present: J. Day, M. Berg, M. Bestul, L. Bowen, J. Colleran, S. Crahen, A.R. Day, D. Ketterer, J. Krukones, K. Lis Dean, M. Marsilli-Cardozo, B. Martin, P.V. Murphy, A. Nagy, D. Pruce, K. Rossi, K. Schuele, J. Smith, M. Valencia, B. Williams, D. Wong.

J. Day announced this is the last UPG meeting of spring semester. He asked for approval of the March 20, 2013 minutes. The minutes were approved.

J. Day mentioned the faculty voted to send the Core Curriculum Proposal out to the faculty for a vote.

He asked the Higher Learning Commission co-chairs for an update.

- M. Berg reported that a survey was sent to the John Carroll community revealing that the members of the campus feel adequately informed about issues regarding JCU. They feel there is still room for improvement. He plans to communicate the data to the campus community before final exams.
- K. Lis-Dean received feedback that there is some departmental overlap because of weak communication. Some departments work on issues only to discover that the same issue is being addressed in another department.
- K. Lis-Dean is planning an on-site visit from a representative of the HLC, who will help explain the assessment process for re-accreditation.
- Joe Miller will plan a “mock” visit to all departments on campus to prepare the community for they types of questions they may be asked.

J. Day mentioned that as of March 20 the Strategic Goals & Initiatives document has not progressed as quickly as planned, but has since made a great deal of progress toward the implementation of the goals.

K. Lis-Dean distributed a handout showing a flow chart of the strategic plans.

K.Lis-Dean and D. Wong conferred with Doreen Riley to note which strategic goals are incorporated in the new capital campaign. She also included a “B” in the last box to denote if the goal came from a Boler School of Business plan. K. Lis-Dean may denote which goals the goal stewards are assigned.

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All the information can be viewed on the O-drive.

J. Day observed that the measurability and assessment of the goals is more measurable at the action step in the process.

M. Valencia suggested that the action steps should be designed so that when they are achieved the goals are therefore achieved.

D. Wong encouraged the goal steward who is responsible for the action step to touch base with them to make sure the action step is progressing.

K. Lis-Dean distributed an example of a strategic initiative using SI1 Goal 4. This SI/G would make a good template for goal stewards to model their work.

J. Day would like to share the document at the Vice President's meeting making clear that the document is in process and there will be further vetting.

J. Day would like the SG & I document completed by fall to present it with the Academic Planning Task Force (APTF) completed document.

B. Williams suggested adding a metric to the document to clarify which goals have been accomplished and which ones still need to be completed.

M. Bestul thinks placing a dollar amount on the goals suggests that it is a goal that can be accomplished.

K. Lis-Dean presented SI 4 Goal 12 to the committee. J. Day would like to present this one to the budget committee.

L. Bowen will present the goals in a 5 year plan format.

J. Day is pleased that though the work is not completed, there has been a great deal of progress made. He would like to present the majority of the work the committee has done to the President, even if it is in draft form. The UPG is amenable to this.

J. Day asked if there was any other business. No new business was mentioned.

J. Day thanked the group and adjourned the meeting at 9:41 am.

Respectfully submitted,
Marianne Cicirelli