

University Planning Commission
March 22, 2016
2:30 p.m.

Members Present: Pete Hanson, Ty Buckman, Sheryl Cunningham, Philip Buford, Jessica Nazareth, Mark DeVilbiss, Gary Williams, Tom Kaplan, Mary Jo Zembar, Margaret Goodman, Darby Hiller, Karen Hunt, Wendy Kobler, Jonathan Eilert, Karen Gerboth, Marty Uhle, Eric Rusnak

Ty Buckman thanked everyone for their willingness to serve on the committee and gave introductions.

The UPC charge was read (also available on myWitt).

A final plan will be presented to the Board of Directors in February 2017.

Mission and Values

- Keep the mission in mind while working on the plan – use as a guiding principle
- The mission statement was read and will not be changed as part of the planning process

Goals

- The university needs a plan to function effectively and the Higher Learning Commission requires strategic planning
- Planning is usually done on a cycle similar to the visits from the HLC
- The Hanover document provides a good overview of strategies and benchmarks in strategic planning. Review before next meeting.
- The strategic plan needs to be a living, functioning document
 - o Be careful of wish lists vs. strategic plan
 - o Some schools try to include entire campus, some schools are more project focused – more strategic and more likely to lead to an outcome, measurable and focused – what makes sense for Wittenberg?
 - Think we need a little bit of both
 - o Planning horizon is typically 5 years (length of time that most institutions plan for)
 - o One pitfall is who monitors after the plan has been created – IPBC can help monitor implementation of plan moving forward
- Would we consider a revised vision statement?

Steps

- Pete Hanson and Ty Buckman are in touch with a process consultant – to help with public events on campus, provide advice
- Next week there will be a lunch and forum to introduce the UPC members and talk about processes
- Previous strategic plan took 3 years to develop (there was a Presidential transition)

- Will do environmental scanning – audit of resources available on campus, look at peer institutions, gather feedback and ideas from community, sort through themes/projects
- Over the entire timeline of the project there will be multiple drafts – following consultation and feedback – finished proposal for Feb. 2017 board meeting

Logistics

- 20 people and one Ex-Officio member
- There will be a lot happening between meetings
- A list serve will be set up for committee members - upc@wittenberg.edu
- There will also be a site on myWitt – charge and description, Hanover document, updates – there will be a members only section as well
- Thinking of having information on public webpage for alumni, stakeholders, etc. – will ask the Alumni Board for ideas
- Another mailing list will be set up for anyone with an idea – strategicplanning@wittenberg.edu

Future Meetings

- Frequency of meetings? Weekly 1 hour meetings
- Set up meetings for once/week alternating days/times
 - o Tuesdays @ 2:30 p.m.
 - o Monday or Friday for a second time
- Will poll the group about plans to meet over the summer – dates will be announced asap