

## DRAFT MINUTES

### University Planning Committee Meeting minutes from November 9<sup>th</sup>, 2009

Team members present:

MJ Brukardt, Rose Jadack, Lori Snyder, Bob Hooper, Dwight Watson, Jeanne Skoug, and Andy Nelson.

Absent. Rama Yelkur and Susan Harrison

Meeting 2:30- 4:00pm

#### AGENDA ITEMS

##### 1. Mission Update – MJ

Mission is moving forward to the education committee of the BOR. Public comments and input will be arranged by Regent Bradley and Regent Wingad. Process used will be like the one UW Stout used last time they revised their mission. Mission will go to Regents after the Blugold Commitment which is scheduled for February.

##### 2. Discussion of KPI for 2009-2010 AY

The UPC members discussed possible KPI's for gold arrows 2 through 5 for each action project on the 2009-2010 worksheet.

###### **Gold Arrow 2. Value Employees and Students:**

**a. Help employees reclaim time for core work.** UPC agreed to keep # of faculty and staff involved in Process improvement efforts as a KPI but noted that this one KPI touched a very small part of the entire university. A suggestion was made to try to discuss with college and division level leaders plans that could be implemented for reclaiming core work time.

**b. Create an environment that supports recruitment and retention of diverse students and employees.** It was decided to at least include students in the KPI (see attached KPI worksheet). No additional ideas were presented but this KPI may need more work from outside the UPC.

###### **Gold Arrow 3. Launch the Blugold Commitment:**

**UPC discussed part b. of the Launch the Blugold Commitment gold arrow.** After discussing an Enrollment Management (EM) Plan the committee recommended completion of an enrollment management plan, implementation of the plan and documenting progress for KPI. The committee discussed the fact the EM plans are more than just numbers of students but the right mix of students for UW-Eau Claire.

###### **Gold Arrow 4. Enhance institutional assessment and continuous improvement efforts:**

**a. Integrate PEEQ, assessment, KPIs, EDI and other best practices into program review, annual report and performance review processes.**

- > % of departments with learning alignment mapped (probably can get data from Scott Oates on a yearly basis)
- > % of units with **useful** assessment plans (probably can get data from Scott Oates on a yearly basis)
- > added new potential KPI regarding % of departments using data in reports. A suggestion was made to discuss with Mike Wick (Vice Provost) the development a Rubric to measure progress in utilizing data.
- > added a KPI: % of co-curricular units with CAS benchmarking.

**b. Use PEEQ data and recommendations to inform priorities and directions for change.**

- > KPI – Development of Academic Master Plan completed
- UPC is awaiting the action plan from PEEQ before addressing other KPI.

**Gold Arrow 5. Advance facilities and systems projects:**

**a. Finalize the comprehensive campus master plan aligned with academic and strategic plans and with sustainability and accessibility goals.**

- > Facilities master plan completed
- > ACUP sustainability action plan completed
- > Accessibility audit completed on campus

**b. Create a university-wide process that brings more transparency and order to identifying, prioritizing and funding facilities improvements.**

The UPC had considerable discussion about how to bring more transparency to the facilities process of identifying, prioritizing and funding facilities improvements. Right now the main issue seems to be about **communication** of plans to the campus community. UW-Eau Claire needs some type of process developed so that communication is improved regarding facilities and this is apparently a priority for Mike Rindo as well. The following KPI was suggested:

- > Process developed, communicated and made available to the campus (perhaps web based?)

**c. Develop a plan for parking, transit and clean commute options during ongoing construction.**

- > Develop a parking plan to encourage clean commute (and reduce parking pressures)

**3. Discussion of items for next meeting on December 10<sup>th</sup>.**

- a. discussion on strategic plan for UPC (future directions)
- b. examine new methods for producing KPI

Submitted by:

Bob Hooper, secretary for the meeting