

CES Strategic Planning Initiative  
Steering Committee Meeting  
10 Nov. 06  
WisLine Conference Time: 10 – 11:30

**WisLine Dial-In Info:**

Toll Number: 608-316-0022

Toll Free Number: 888-677-9189

Passcode: 2225#

"The best thing about the future is that it comes only one day at a time." ~ Abraham Lincoln

**Agenda:**

Check-in

Select someone to take notes

Updates from last time:

- Communication efforts
  - Website, Email, message board
- Review draft documents that have been developed
- Approve minutes

Review process design principles

Action planning for plan design

Future meetings: Review potential models, concept mapping, finalize steps and model

Establish agenda for the next meeting – who will review which models

Check-out

"I'm not convinced that the world is in any worse shape than it ever was. It's just that in this age of almost instantaneous communication, we bear the weight of problems our forefathers only read about after they were solved." ~ Burton Hillis



**CES Strategic Planning Initiative  
Steering Committee Meeting  
November 10, 2006 Wisline Meeting—10-11:30am**

**Minutes:** Submitted by Marma McIntee

**Present:** Larry, John, Lisa, Denise, Annie, Mary, Steve, Carl, Dale, Linda, Rick, Marma, Rebecca

**Action Items:**

Homework for next wisline meeting

Committee members are to identify 1-2 items for each of the 2<sup>nd</sup> (action needed) and 3<sup>rd</sup> (structures needed) level of the Action Planning Pyramid and send them to Annie. She will compile them and send a list to the committee for discussion at the next wisline –Nov. 30.

Presentations for next wisline meeting

Presenters will cover basics of each model and lead discussion of strengths and weaknesses.

John –Bryson model

Marma –systems planning,

Rebecca –Scenario planning

Annie—generative planning, values based planning

Larry-logic model

Community Economic Analysis (CEA) – Steve.

Others can share comments via email about other models or ideas we might need to think about

**Updates:**

Minutes were approved with a few corrections ~ delete 1 Carl and add Dale, discussion on future meeting dates to be decided at the end of the meeting today. Add items to team list of values. Decided to keep minutes brief and more description will be available in other ways (via website, etc.)

Larry-comments on program planning—how does what we do fit with program planning? Need to clearly communicate a common message.

Annie joined central district resource management team and explained how we relate to their process. They are developing a decision making matrix for staff allocation and wanted to know how it fits with strategic planning, program planning, etc. They were ready to move forward on this and wanted to know if they should wait. But Annie urged them to move forward as we won't release our strategic plan until 2009.

Annie and John on Dean's wisline, no questions—so people may know this is going on but not sure what it is. John suggested in future we may want to be more strategic in asking for input to get comments or questions.

Updates from last meeting:

~ Communication efforts

~ Website, Email, message board

Mary lucas suggested message boards are not used often. We want as many chances to get feedback as possible. Compromise may be internal message board with passcode protection. Steve suggested one for the committee and second for COOP. Password both.

Talked with Molly for D2L site. Make available for classified and county staff. Not doable so message board is better. Team can do D2L site. Everyone agreed that D2L for committee work would be good. Rick or Annie might be the support to post special documents, etc. All team members would be responsible to use with email and messaging.

Website—“whose idea” will be a separate website. Past issues would be archived

Would be good to have pdf copies of some of the documents we have looked at  
Links may be used later on to access other sites

~ Review draft documents that have been developed

Who’s idea is it anyway articles should have author listed. Corrections were made on documents

Review process design principles

Review those identified from the last meeting.

Action planning for plan design

What do we need to do before we design the plan.

Pyramid—

- Need clear agreement on how to implement the plan
- Information—materials and documents from last meeting have background and we need to scan it. Need to canvas faculty and staff as to what are their values and what makes working for coop unique. Internal stakeholders—faculty, staff, classified and county
- Other initiatives that are happening, committee needs common understanding of the initiatives and current status. Common framework on those initiatives.
- Identify how we collect information from external stakeholders that will inform our process. CPAG, WACEC.
- How rigorous do we want this to be in the collection of data? Casual and informal or very structured. Only collect data that serves our purpose.

Discussion: As organization we have ways of making decisions that are not written but part of culture—different groups who are more rigorous in planning than others-some by seat of pants. Need to get a handle on how people make decisions. Institutional decisions are made by a select few—is a part of our culture—we may bump up against something that may cause problems down the road if we don’t take these into account.

- Transformational education, institutional goals for next few years selected by a few.
- Reallocation of resources by program leaders—how is that decision made

Based on how our institution works and who makes decisions about goals –we need to design our process to include those. Administrators can steer the institution by making budget decisions and how are those decisions made-what information do they use. If we understand how decisions are made we can design a process that includes that. Include culture so can design a process that is more palatable.

Culture is such that program areas are given a lot of latitude as to how they allocate resources. Not a part of our culture that when resources are freed up that they look beyond their silos to the entire system. Classic elephants in the room.

- Specialists –when resources are freed up does administration decide to invest in academic staff rather than faculty because more control.

Need to get feedback very soon on what program areas are expecting and what would they like to see from this process as well as this committee’s need to have understanding of their process. This needs to be a face to face meeting.

Reminder: we need to know of the perceptions of faculty, staff, etc. and that we are listening to them as well.

Actions—As group we decide on categories of data we need to collect, but don’t mix up data we need for designing the planning process with data we need for planning itself.

**Future meetings:** Complete the pyramid (Actions needed, structure needed)

Review potential models, concept mapping, finalize steps and model

Adjourn