

December 12, 2017

Strategic Planning and Budget Council minutes

PRESENT: Laurie Geller, Ann Beste-Guldeborg, DeVera Bowles, Andy Carter, Linda Cresap, Cassie Daniel, Warren Gamas, Kevin Harmon, Mike Linnell, Teresa Loftesnes, Jacek Mrozik, Aya Ohi (proxy for Haokun Yang), Cari Olson, Aaron Richard, Nicole Thom-Arens, Katie Tyler, Jay Wahlund.

ABSENT: Annette Mennem

Agenda

1. Each goal group present (if time allows for all of them)
 - a. How will the action item be achieved?
 - b. Who will do it?
 - c. When will it achieved (timeline)?
 - d. What resources and information are needed?
2. Moving forward, think about which goals are most important to implement soonest (i.e., goal 2).

Goal	Committee Members
1. Meet the educational needs of the local, regional, national, and global communities. Keywords: <i>academic programs, educational needs, curricular and co-curricular programming</i>	Laurie, Warren, Jacek
2. Recruit, retain, and value well-qualified students, faculty, and staff. Keywords: <i>recruitment, retention, recognition, professional development</i>	DeVera, Katie, Brent
3. Create an institutional environment that supports student, faculty, and staff success. Keywords: <i>student services, academic services, retention and graduation rates, technology, external funding/grants, research, diversity, equity</i>	Annette, Cari, Linda
4. Promote and support the well-being of students, faculty, and staff, enabling them to address challenges across generations. Keywords: <i>campus life, health and wellness of all types, balance</i>	Jay, Aaron, Teresa
5. Foster and grow collaborative partnerships locally, regionally, nationally, and globally. Keywords: <i>partnerships (P-12, higher ed, community), alumni, relationship-building</i>	Ann, Kevin, Haokun
6. Promote and recognize commitment to public service. Keywords: <i>service, volunteer, host activities and events (arts, athletics, academics, etc.), community</i>	Andy, Mike, Nicole

Report on sub-committee work:

Goals and Objectives are to remain unchanged, but action items may be modified.

MINUTES:

Goal 1 - Meet the educational needs of the local, regional, national, and global communities - Warren Gamas, Laurie Geller, Jacek Mrozik

Objective 1: Provide and promote high-quality academic programs that empower students through engagement in [relevant](#), meaningful hands-on learning experiences.

Please see below for detailed proposed steps and timeline relating to these Action Items:

- Increase opportunities for research, [scholarship](#), and service for students, faculty, and staff.
- Increase student focus on academic activities.
- Establish responsibility for ongoing regional accreditation requirements.
- Develop strategic assessment program for campus.
- Prioritize academic programs.

Adjourned at 4:30 pm.

Respectfully Submitted, DeVera Bowles

Strategic Plan – Empowering Generations

Goal 1 — Meet the educational needs of the local, regional, national, and global communities.

Objective 1:

Provide and promote high-quality academic programs that empower students through engagement in relevant, meaningful hands-on learning experiences.

Action Items:

1. Increase opportunities for research and scholarship for students, ~~faculty, and staff.~~

- How will it be done?
 - Determine a baseline for existing research and scholarship opportunities for students at Minot State.
 - Charge Small Research Grant committee to refocus the rubric to better support research opportunities for students.
 - Research led by faculty but encourage faculty to engage students in the projects.
- Who will do it?
 - VPAA and small grants chair
 - Minot State Committee for Undergraduate Research and Creative Activity
- When will it be done (timeline)?
 - Within an academic year
- What resources and information do you need?
 - Invite Small grants committee to explore coordination with Minot State Committee for undergraduate research and creative activity
 - NDUS Undergraduate Research Council may provide funds and support

2. Increase student focus on academic activities.

- How will it be done?
 - Reactivate/reimagine the Intellectual Climate Committee (ICC) to include academic events by utilizing student fees to create co-curricular programming that relates to personal student and academic interests
 - Seek funding for academic engagement activities (i.e. Red and Green Newspaper) and internships
- Who will do it?
 - SGA in collaboration with the ICC
 - Career Services
 - Academic Departments
- When will it be done (timeline)?
 - Start in the 2018-2019 academic year
- What resources and information do you need?
 - A budget for the ICC
 - Budget for engagement activities and internships
 - ~~Internship Coordinator (see Goal #6)~~
 - Determine current state of internships on the Minot State campus

3. Establish responsibility for ongoing regional accreditation requirements.

- How will it be done?
 - Create a position who would have primary supervision of HLC and support accreditation for other accredited programs across campus
 - Move to a continuous improvement cycle rather than emergency response
- Who will do it?
 - VPAF/VPAA/Administration find personnel resource
- When will it be done (timeline)?
 - Two years
- What resources and information do you need?
 - Position or reallocate personnel

4. Develop strategic assessment program for campus.

- How will it be done?
 - Redefine / simplify GE requirements (redoing it? Explaining it? Continuous improvement cycle?)
{students have to jump through hoops when coming in, just one piece of assessment}
 - Develop appropriate program assessments.
 - Develop a campus wide long-term assessment plan.
 - Includes developing co-curricular assessment plans to set and measure goals related to student learning outcomes.
- Who will do it?
 - Academic Assessment Committee, GE Committee, VPAA, new professional responsible for accreditation (see Goal 1, Action Item #3), Directors
- When will it be done (timeline)?
 - Two years to five years
- What resources and information do you need?
 - allocated accordingly by VPAA
 -

~~5. Prioritize academic programs:~~

- ~~Removed because Objective two is the process to prioritize academic programs~~

Objective 2:

Determine the educational needs of future students and allocate resources accordingly.

Action Items:

1. Conduct continuous regional needs assessment of future students to determine educational needs.

- How will it be done?
 - Analyze existing NDUS data and reports and other sources.
- Who will do it?

- Strategic Planning and Budget Council
- Director of Institutional Research and VPAA
- When will it be done (timeline)?
 - Ongoing
- What resources and information do you need?
 - Access to data and reports from NDUS

2. Develop and (consider or) discontinue programs based on research outcomes.

{When we constantly change who we are to meet the needs/when we are constantly innovative, we may lose our identity. Curriculum is easier to change than programs. Can we be more relevant there? Are there opportunities we are missing/are there? How do we take advantage of the short cycle opportunities? We need flexibility. What can we sustain long term should be a part of the conversation. We don't know what will be in 5-10 years. "It's, like, do this carefully." – Dr. Geller, December 12, 2017}

- How will it be done?
 - Evaluate the relevance and efficiency of existing policies and procedures and adjust accordingly.
 - Be opportunistic.
- Who will do it?
 - Strategic Planning and Budget Council
 - Vice presidents and department/division chairs
- When will it be done (timeline)?
 - Ongoing
- What resources and information do you need?
 - Results of needs assessment and institutional data.

3. Reallocate resources to support growth of new and continued programs.

- How will it be done?
 - Use a needs-based budget model {start with \$0: each budget year, departments start with what you need regardless of what was given in the past; justification of resource allocation. This type of budgeting will make us think about things. What do we need in our areas versus spending just to spend?}
- Who will do it?
 - Strategic Planning and Budget Council
 - Vice presidents and department/division chairs
- When will it be done (timeline)?
 - Ongoing
- What resources and information do you need?
 - Results of needs assessment
 - Budget information

Objective 3:

Develop and offer curricular and co-curricular programs supporting diverse, multi-generational learners.

Action Items

1. Develop programming for diverse age groups. *(see Goal #5 and #6 – combine forces for summer conferencing – such as Athletic camps and College for Kids; coordinate what is happening)*

- How will it be done?
 - Note the changing populations and needs of the community.
 - Prior Learning Credit
 - We already have:
 - College for Kids, Professional and Community Education,
 - Certificate programs such as Graduate certificates, Continuing Education for Teacher Education, Social Work, etc.
 - College of Business seminars, Corporate Training
 - Art – Open studio sessions
 - CPA review course
 - Severson Entrepreneurship Academy
 - Dakota Chamber Music

- Who will do it?

[Do we want to continue with all these offices doing different pieces? Should there be an office handling all this?]

- CEL
- COB
- SEA
- Art Department
- Division of Music
- Graduate School
- When will it be done (timeline)?
 - Ongoing
- What resources and information do you need?
 - Results of needs assessment
 - Marketing and advertisement
 - Faculty and staff commitments

2. Create innovative program offerings based on mode, modularity, and scheduling. {Difficult with reassignments, silo culture at Minot State, funding is sometimes [perceived as] too specific to the departments. Reorganization to larger units may fix some issues.}

- How will it be done?
 - Find and incentivize innovative faculty who are willing to try new approaches.
 - Determine barriers to innovation.
 - Identify areas for experimentation.
 - Provide opportunities for faculty to keep up to date on available teaching resources via faculty training and professional development for effective pedagogy.

- Who will do it?
 - CEL, departments, and VPAA
- When will it be done (timeline)?
 - Ongoing
- What resources and information do you need?
 - Incentive funds
 - Technology to support new offerings and approaches
 - Training and professional development
 - Partners