

**Strategic Planning Committee**

**June 18, 2014**

**11:00 a.m. – 12:00 p.m., D104**

**MINUTES**

**Present** –Mary Heller, Jacque Honda, Loke Kenolio, Donna Kiyosaki, Franklin Kudo, Ross Prizzia, Sherry Proper (Chair), Alan Rosenfeld, Melissa Saul, Leila Wai Shimokawa, Wendy Tatsuno

**Assessment Measures vs Performance Outcomes/Indicators**

The committee discussed whether the current practice of using assessment measures should instead be changed to performance outcomes or indicators. Regardless, the measures need to be consistent, assessable, and realistic. Currently there is minimal data to work with. Baselines have to be created. Assessments will need to be looked at every year and data will need to be collected regarding meeting goals.

Chair Proper asked if the committee is open to changing terminology from assessment measures to performance indicators. There were no objections.

**Additional Section on Stewardship**

The committee discussed including stewardship, financial stability and sustainability in the plan, which would make the strategic plan more realistic. It was discussed whether stewardship should be its own core theme or weaved throughout the other core themes where applicable.

The UH System includes resources and stewardship in its Strategic Plan which “focuses on building an effective constituency that converts community support into public and private revenue streams” and “allocating and managing resources to achieve continuing improvement in organization, people and processes to secure a competitive advantage”. UHWO needs to align with and draw from the System plan, yet at the same time focus on UHWO’s uniqueness.

**Revised Mission and Vision**

The Committee thanked Mary Heller and Alan Rosenfeld for working on the mission and vision statements, and drafting values. Innovation and creativity need to be added to the value statements. Values can be found throughout the themes. Sustainability can be broadened to include not only financial aspects, but also to stewardship of the environment and global community.

## Next Steps

The next steps for the subcommittees are as follows:

- Remain in existing subcommittees
- Performance indicators should be revised to make them more concise and measurable, and to reflect the following concepts:
  - Realistic
  - Output/Outcomes
  - Measureable
  - Baseline (Does data exist?; When was it collected/measured?)
  - Standard
- Include financial stewardship in each core theme
- Refine core theme information and suggested action items to acknowledge any procedures or policies that are related to that area (e.g., “contingent upon grant funding,” “with Faculty Senate approval,” “according to federal wage laws,” “after consultation with academic department chairs,” etc.)
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The next meeting of the Strategic Planning Committee is on Wednesday, June 25, 2014 from 10:00a.m - 12:00p.m. in D104.