

# Strategic Planning Committee

July 23, 2014

10:00 a.m. – 12:00 p.m., D104

## MINUTES

**Present** – Mary Heller, Loke Kenolio, Franklin Kudo, Ross Prizzia, Sherry Proper (Chair), Linda Randall, Alan Rosenfeld, Melissa Saul, Leila Wai Shimokawa, Sarah Gilman Sur, Doris Ching.  
Recorder: Christine Neves.

Chair Proper called the meeting to order and stated the following agenda for the meeting:

- 1) Tentative timeline
- 2) Review of plan (sections not reviewed last week)
- 3) Decide who will complete incomplete sections of the plan
- 4) Finishing out this month with the first draft

The committee is in the home stretch of the draft strategic plan that will be presented to senior administration and everyone needs to be prepared to spend more time on finishing sections of the plan that still need work.

Chair Proper stated that every committee member must have the right perspective on the document and feels ownership of the draft in its entirety regardless of which subcommittee members were on. Each committee member was appointed by Chancellor Freitas. As the draft goes out to the campus community committee members may be asked questions from the campus community on areas of the draft other than the subcommittees members sat on. There may be comments, questions, explanations wanted, and criticisms so it's important to own the plan in its entirety and that all committee members are on the same page. Though the committee's work is almost done for the Summer, there will need to be meetings at various times in the Fall semester to finish up and prepare for the WASC visit.

- 1) **TENTATIVE TIMELINE** – Meant to be as transparent and inclusive as possible. Best practice is a minimum of 1 – 2 years to complete the strategic plan. This committee has done all this work over the Summer.

- |   |                        |  |
|---|------------------------|--|
| → | August 1 – 8           | Senior Administration Review                   |
| → | August 15              | Draft to WASC and Campus Community for review. |
| → | August 20              | Professional Development Day                   |
| → | August 20 - October 10 | Community Input                                |

→	October 11 – 24	Revisions
→	October 25 – 31	Senior Administration Review
→	November 1 – 15	Revisions
→	November 17	Final Version to WASC
→	November 19 – 21	WASC Visit

The Chancellor’s Community Advisory Council will also be given a draft at their next meeting. Though this council’s primary concern is land use, the Strategic Plan must connect to the Land Use Plan.

The Strategic Plan, with documents attached, and a link to a survey will be presented to the faculty, staff, students, and the community via email from Chancellor Freitas guided by the following timeline:

<u>Chancellor Email Notification</u>	<u>Feedback Process</u>
– List committee membership w/ clarification regarding institutional perspective/approach	– Lunchtime discussion (2 or 3)
– Process & Timeline	– Email Responses/Survey
– Encourage Feedback	
• Individuals	
• Groups, Divisions, Faculty Senate	

It is the hope that departments and divisions will look at the Strategic Plan and take 3 – 6 months to create operational plans within their areas that follow the guidelines of the Strategic Plan with its assessment matrix.

### **Review of Strategic Plan**

Leila Shimokawa continued by reading additions she made to the Executive Summary including the University village/ohana theme. Loke Kenolio suggested that the plan create the idea of a unique student experience that emphasized arts, music, dance and athletics. Also, she added that the Hawaiian term pu’uhonua be used to better describe the feel of the University village. Pu’uhonua refers to the place where faculty, staff, and student come to learn and to be nurtured by your kumu or makua and prepare you for your future.

There was also a suggestion that the pueo be added to the cover of the Strategic Plan with a brief description of the Hawaiian meaning or belief of the pueo. Alan Rosenfeld will try to contact a UHWO graduate who gave a meaningful speech at commencement and in that

speech she described the meaning of pueo and how that meaning correlated with her UHWO education and growth.

### **Next Steps**

Assessment grids can continue to be developed over the next week. Vice Chancellor Hokoana will work on the Indigenous Serving and Student Summary of the plan. Sarah Sur will get Hawaiian translations for each of the themes.

The next meeting of the Strategic Planning Committee is on Wednesday, **July 30, 2014** from **10:00a.m - 12:00p.m.** in D104.