

CHARTING OUR COURSE:
UNIVERSITY OF WASHINGTON TACOMA
STRATEGIC PLAN 2016-2021



**Strategic Plan Coordinating Committee
Summer Retreat Meeting Minutes
June 27th, 2017-8:00 a.m. – 1:00 p.m. GWP 320**

Kathleen Farrell	X	Lisa Isozaki	X	Linda Ishem		Harjot Bajwa	
Marcie Lazzari	X	Katie Baird		Riki Thompson	X	Brian McQuay	
Amanda Figueroa		Karl Smith		Jill Purdy	X	Bonnie Becker	X
Turan Kayaoglu	X	Lauren Pressley	X	Nikolas Ahkiong	X		
Alison Hendricks	X	Ruth Ward	X	Elizabeth Hansen	X		

Questions Forward

- What is the full scope of Bonnie’s role?
- When and how do we revisit co-champion membership?
- How might it be different having this committee report to an Asst. to the Chancellor, versus peer co-facilitators?

Check-out Words

HOPEFUL	Informed
Optimistic	Inspired
Colorful	Deliberative
Positive	Proud
Evolving-Transforming	

To Do

- Send job description for Bonnie’s position
- Schedule August 15 Happy Hour - Marcie’s last day
- Share Library strategic plan & ask Lauren to present
- Develop logic model “training” for SIF 1.0
- Clean SPCC folder
- Remaining Impact Goals (those who haven’t had lightning talks) spend some time thinking about what we could feature this year

- Ask Brian Anderson, can we put compass rose on main UW Tacoma website gold bar as link to strategic plan
- Kathleen & Marcie work with Advancement and Bonnie to draft mailer to campus with plan update - share with committee; also send via Chancellor

Themes - What Worked, What Kinda Worked, What Didn't Work

- The team - who was around the table and the way we worked together.
 - Constructive disagreement - we modeled it and that was important/meaningful
 - Small group work / breakouts were very helpful
 - The complexity of the task and our approach to thinking about the goals as a “system” makes our work particularly challenging. Sharing the load in order to think big is really important.
- Start-Up Mode
 - How can we anticipate and mitigate the challenges inherent in “building the ship while sailing it”
- Timing of Meetings
 - Is it feasible to meet more often?
- Co-Champions
 - Having a co-champion really mattered worked
 - The at-large member was a helpful support for Student co-champions, because the load was significant in terms of SIFs
 - Sharing the load, and diversity of ideas mattered
 - [Going forward](#) - it makes sense for co-champions to be identifying ongoing work to highlight. This can be explicit part of the role.
 - Where the work is aligned with day-job, it is easy to explain. Outside of that, not so clear.
 - How should we communicate to campus what co-champions are/do?
 - Identify....Elevate...Connect
 - [Going forward](#) - what about idea of working group/advisory group.
 - [Going forward](#) - open houses for each impact goal
- Loose ends:
 - What IS the role of at-large members?
- Communication
 - Supporting the campus in seeing the connections between goals, without watering down the impact on individual goals/success indicators
 - Our messaging and priorities needs to be reflected in the Chancellor's communication to the campus and external constituencies
 - We've needed to bridge the fact that *Charting* is not really new - it has been part of UWT's DNA - with the need to create energy and buy-in

- Communication with Deans and Directors was a challenge. Going forward: Can we help them take work they are already doing and map alignment with the plan, give it visibility?
- Can we “tag” different advancement stories with *Charting* goals?
- Assessment
 - The Key Success Indicators are not final. What is the next step here?
 - We also need to define metrics for success indicators.
 - The macro level of assessment (5 year story) is easy. The micro-level is challenging. Going forward - can we focus on each goal and identify what we CAN measure for each. Bonnie noted that, during plan development, committee members had measures in mind for many of the success indicators.
 - Alison will be liaison between Data Fellows and SPCC
- Student Engagement
 - Students want to be heard. How can we create a forum for them? Our role actually should NOT be to provide solutions or explanations, but to listen and work together.
 - How can we balance listening and honoring today’s students’ experiences with the longer arc of institutional change?
 - Going forward: What will success look like for this group in terms of student engagement next year?
 - Having SPCC members attend student meetings. We go to them.
 - Having a student-only series of lightning talks! One idea: Students, who have presented at conferences, present here. Another idea: setting agenda for UWT leaders.
- Lightning Talks
 - They were important communication channels.
 - They modeled the *Charting* planning value of inclusivity
 - They honored plan aligned work which was a goal for the year
 - Involving students and community members was very positive
- SIFs
 - We got proposals! Don’t lose sight of the fact that there was significant interest at the idea and proposal stage.
 - Connecting people & ideas - this was a plus
 - The Q&A sessions were helpful for this. Can we extend these - do more, do them earlier.
 - This can be particularly helpful for student engagement.
 - Instead of doing one call for ideas, can we have ongoing consultation about ideas.
 - Proposal Process

- **Going forward:** It isn't necessarily helpful to have proposers identify what goals they are addressing: we looked more holistically, the systems view
 - Make the process as user-friendly as possible: simplify proposal where we can...ask for what we need; make files easily accessible;
 - Provide sample proposal.
 - Provide sample assessment plan.
 - **Going forward:** Can we just say we'll work with them to design an assessment plan? Rather than having them draft something, establish an expectation that we'll design. Balance this with expectations from Mark/EBC about assessment/continuity.
- Review Process
 - **Going forward:** We need to have a more specific rubric /scoring sheet
 - How can we make the workload management for SPCC?
 - During awards process - identifying stipulations & recommendations was helpful
 - There are still some "belly niggles" about co-champions submitting SIFs. Can they propose? If so, what is their role in decision-making?
- Recommendations for 2017-18
 - Hold off on a "big SIF" process so we can learn from implementation of SIF 1.0
 - Supporting, Elevating. Reporting Out on SIF 1.0 recipients **Community Engagement**

Community Engagement for 2017-18

- Continue Lightning Talks!!
 - Highlight plan aligned work & SIF 1.0s
 - 1 autumn -
 - 2 winter -
 - 1 spring -
- *Charting* Stamp - way to visually identify projects / events as plan-aligned
- Campus events
 - Open house / town hall to highlight SIF 1.0s
- Beyond campus
 - Advisory board breakfast
 - Bonnie / Mark go back to community partners who contributed during plan development

- General
 - How is strategic plan being incorporated in orientation for new faculty and staff?
 - Clutter is a challenge: are our messages being read? What is our strategy for making sure our updates get in the right hand? Can we identify the person who creates agendas for unit-level meetings?
 - Bonnie to schedule quarterly meetings with key constituency groups: staff association; EC; ASUWT; Program Admins;
- See comments above related to student engagement...
- Web Site
 - Needs refresh simply to show change from 2017-18
 - Front-page...dream = dashboard
 - Would it be worthwhile to coordinate web tagging so relevant content is shows up when searching?
 - We need to archive our communications to campus on the website.
- 2017-18 Kick-Off
 - Direct mailer to colleagues - report to campus & what's next