

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



**Strategic Plan Coordinating Committee  
Meeting Minutes  
July 25<sup>th</sup>, 2017  
10:00 am – 12:00 pm CP303**

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

**Assistant Chancellor for Planning & Assessment**

Bonnie shared that she would be coming on fully on August 1 and that one of her position’s priorities for autumn quarter would be working on dashboards, assessment in general, and reaching out to meet with key stakeholders on-campus and in the community.

The committee shared its ideas and reflections related to the Assistant Chancellor’s work with SPCC including:

- The need to fill vacant positions;
- A desire to streamline the SIF 2.0 process when it gets underway;
- The importance of sustaining and building momentum in terms of campus outreach/engagement;
- Continuing to clarify the role of SPCC outside of the SIF process;
- Importance of monitoring individual SIF budgets;
- Need to work on/support SIF assessment plans
- It is positive that this position has a seat on the Cabinet.

**2016-17 Annual Report**

- Reviewed the draft of our 2016-2017 timeline (inserted at the bottom of these minutes)
- Brainstormed themes to frame the report
  - Acknowledge progression from plan-aligned work to SIF ideas to SIF proposals
  - Foundation building: the process mattered because the SPCC set the path for future work, i.e., transparent, accessible and equal opportunity for funding (SIFs)
  - Modeled culture shift for making funding decisions
  - Stronger together – diverse perspectives and ideas were important to our

effectiveness/creativity. How many spaces are there for campus-wide thinking that transcends individuals and units?

#### **SPCC Composition & Recruiting New Members**

- Emmett Kang has been appointed to serve as the 2017-2018 ASUWT rep
- Jill will step off due to her new role, and Kathleen will be appointed as one of the student co-champions. A second student co-champion will need to be appointed due to the fact that Niko is no longer at UW Tacoma. It is probably best if this person is a faculty member.
- An at-large student representative needs to be recruited
- Marcie will be appointed as an emeritus member
- Mark Pendas, as immediate past chair of Faculty Assembly, will be added as well
- The committee weighed the pros and cons of adding a community member to the committee, versus engaging off-campus partners through advisory boards and other outreach.

#### **SIF Announcement to Campus & Descriptions for Website**

The SPCC reviewed the draft SIF descriptions and rationales that will be sent out to campus and put on the *Charting our Course* website. Only one minor change was suggested.

#### **Other items emerged for discussion**

- Linda will be leading a team to present at the Engagement Scholarship Consortium Annual Conference in Birmingham on September 26-27
- Might the same presentation be made at a Town Hall so an additional time/date doesn't need to be added?
- Need to remember that we have new members of our campus community who have not heard about the plan
  - New faculty orientation
  - UW One – for new staff
- How can we collect perspectives from partners in this work to illustrate/assess how we walked our values, and to illustrate the story themes listed above?
  - Data from the Lightning Talks might be useful (equity feedback is in a spreadsheet; community co-champions will share their feedback)
- Need to determine which Lightning Talk will occur next and set a date
- Consider organizing World Cafes

**DRAFT**  
**2016-2017 SPCC Timeline**

**2016**

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June 20	Date SP was completed
June 26-27	Strategic Plan Leadership Retreat (Cabinet, Deans/Directors, Plan Leaders)
July 27	Mark announced that Marcie would be joining Kathleen as co-facilitator; held bi-weekly meetings with Mark and EVCAA
August 18	Kathleen & Marcie brainstormed name for plan with Kathleen D. and forwarded to Mark
August 23 – September 13	Marcie & Kathleen met with campus leaders regarding their unit’s Strategic Plan-aligned work
September 19	Okneca began to provide administrative support (end date March 31, 2017)
September 20	Charting email established
October 13	Board of Regents meeting at UWT – (Karl and Amanda presented Plan)
October 17	<i>Charting Our Course</i> Launch — co-facilitators and initial 6 co-champions introduced.
	October 18 Catalyst survey to UWT line – solicited co-champion nominations and/or examples of plan-aligned work. Responses were due by October 28, 2016. Responses to the plan-aligned work survey were used to identify Lightning Talks that were offered in Spring quarter.
November 2	Sent out call for SIF ideas (simple suggestions to well-formed plans).  Responses were due November 18. We received more than 100 ideas from 75 individuals
November 10	Thanked those who submitted examples of strategic plan-aligned work
November 28	Notified co-champions
November 29	Notified nominees who were not chosen as co-champions
November 29	Initial Review of SIF ideas by SPCC sub-committee (Turan, Alison, Marcie)
November 20	Chancellor’s Town Hall Forum

December 13	Message to campus – all seats on SPCC filled
December 27-18	Co-facilitators mini retreat (reviewed the 100 SIF idea submissions)
<b>2017</b>	
January 5	<p>first meeting of full SPCC</p> <p>SPCC met every other Monday (with some additional meetings) beginning January 9th</p>
January 9	<p>Notified SIF idea proposers that additional time for review was needed due to the large number of submissions</p> <p>Co-facilitators requested that Chancellor Pagano decouple the SIF funding process from the current campus budget timeline, and he agreed to do so.</p>
January 25	<p>SIF idea proposers notified that the SPCC would not consider proposals in the following areas:</p> <ul style="list-style-type: none"> <li>• Existing or proposed research centers</li> <li>• Curriculum development</li> <li>• Space</li> </ul> <p>SPCC also shared funding priorities</p> <ul style="list-style-type: none"> <li>• Proposals that involve cross-campus collaboration</li> <li>• Have a broad scope of impact and are sustainable</li> <li>• Create systemic change that reshapes the UW Tacoma experience in positive, enduring ways</li> </ul>
February 22	Call for SIF proposals sent out (79 ideas considered; some individuals submitted more than one idea)
February 28 March 8	SIF Proposal Sessions open to all who submitted SIF ideas
February 28	List of SIF ideas sent to those whose proposals were being considered unless the proposer did not want to share his/hers – this was a result of a request at the February 28 proposal session
March 2	Lightning Talk: Equity
March 31	SIF deadline (extended deadline) received 27 SIF proposals
April 20, 2017	Lightning Talk: Communities

May 1	Brian began providing administrative support
May 26	Notified SIF proposers not considered for funding. Extended an offer to meet, and several meetings/communication via email occurred
May 26	10 SIF proposers notified that the SPCC was recommending their proposals to the EBC for funding
June 5	SIF funding recommendations reviewed by EBC. All recommendations for funding were supported
June 15	Notified proposers of the 10 approved SIFs that they were supported by EBC
June 19 - July 26	Individual meetings with proposers of 10 funded SIFs
June 26	Bonnie Becker appointed to new role of Assistant Chancellor for Strategic Planning and Assessment effective August 1, 2017. Kathleen and Marcie thanked for their service
June 27	SPCC ½ day retreat and lunch