



**Strategic Plan Coordinating Committee  
Meeting Minutes  
February 26th, 2018  
2:00 pm – 4:00 pm CP 303**

Bonnie Becker	X	Marcie Lazzari	X	Kathleen Farrell	X
Lisa Isozaki	X	Lauren Pressley	X	Linda Ishem	
Alison Hendricks	X	Amanda Figueroa		Ruth Ward	X
Katie Baird	X	Riki Thompson	X	Karl Smith	
Emmett Kang		Elizabeth Hansen	X	Mark Pendras	
Heather Porter	X	Erica Cline	X	Turan Kayaoglu	
Armin Papyan	X				

**Introductions**

ASUWT Director Armen Papyan was introduced and sat in on the meeting in Emmett’s absence.

**Review Agenda and Minutes**

**Updates**

Bonnie has 500 copies of the Strategic Plan, newly printed with non-numbered goals.  
Congratulations to Riki & Alison for the February 26th Culture Lightning Talks.

- Communities: CEC, Carnegie Classification
- Culture: Lightning Talks, Staff survey,
- Scholarship: Research meeting,
- Growth: March 8 meeting
- Reps: Committee for Students on Committees

**Co-Champion Updates**

Equity: [Equity Data Working Group](#) [Ruth]

Participants have been set up in the EDWG to go forward with a survey that will gather feedback on drafts of definitions for equity, diversity, and inclusion, as well as information on metrics. A Catalyst survey is coming soon and will be sent out widely to be taken online at your convenience. Invitations are targeted toward our community members with disabilities, ASUWT, faculty, and student organizations. The timeline includes outreach through March, analysis of results in April, and finalized recommendations to Bonnie by the end of May.

Ruth will be stepping back from her role at the end of winter quarter to focus on the replacement for her position.

Students: Student Success Council, Lightning Talks (3/8) [Erica and Kathleen]

Student Lightning Talks will take place March 8th. They would like to pilot interviews with campus offices to determine what data they're collecting, how it's being stored, and whether some of it can be aggregated. They met with Mentha and Jill to explore their vision for supporting students and defining the boundaries between support and cultivating a sense of personal responsibility. Mentha has taken that conversation back to the SAES leadership team and the Chancellor's Cabinet.

#### Communities: CEC, Carnegie Classification [Lisa]

In mid-February, the first Community Engagement Council was charged by Chancellor and Linda and Lisa are working on revisions to the charge. The Council will advise for community engagement on the campus and where it should be going. The scope of the Carnegie Classification may or may not be feasible. The application is due in April 2019, is over 20 pages and it will take months to develop the infrastructure on campus to present on the application. UW Tacoma is under self-assessment to see how much work this will take. If we do move forward, members of the SPCC will be called upon to think about faculty working groups. Linda is putting together a priority research analyst position for cataloguing and self-assessment.

#### Culture: Lightning Talks, Staff Survey [Riki]

The Culture Lightning Talks went well and will be posted for those who couldn't make it. A staff survey will have questions that hit the culture impact goal. Jane and Richard's SIF proposal, Courageous Conversations, is on the calendar and people are registering. They are reaching out to the Appointment, Promotion, and Tenure (APT) Committee.

#### Scholarship: Research Meeting [Lauren]

Lauren was unable to attend the meeting to get feedback about research on campus. Bonnie heard from Peter that there is a need for a research strategy "big picture" detailing what we're doing and what we're focusing on in terms of research. Collaborative Publicly Engaged Scholarship went forward. There were lightning talks and it was highly competitive with 13 proposals with 6 funded and the full allotment of \$25,000 spent in the first year. The projects are starting now and will be only 6 months, ending in June with final reports in July. The second round will be in September with the RFP released at the start of the academic year and the start of the award beginning the following year.

#### Growth: March 8 Meeting

The original meeting was canceled, so they will be getting together March 8th.

#### Reps: Committee for Students on Committees

They have a great focus group with people who have committees who have asked for students. The goal is to streamline how students get involved in committees. Bonnie and Liz met and worked on what a form could look like for the faculty and staff side. ASU has one common form with a list of committees and students who apply can pick three they're interested in. Liz plans to ask about the behind the scenes step that connects the students. We need to find a way to get the word out and build this culture while still making it possible for students to do this on their own. Armen recommended going to ASUWT Senators because they want to be part of those conversations. The Senate system is based on academic programs, though most Deans don't know about Senators. ASUWT is trying to create a grad position, not a Senator, to represent graduate students.

#### **S&A/IR**

##### S and R Designations

S = Service Learning

R = Research

Alice and Bonnie are dealing with low-hanging fruit, looking at credit-bearing internships and research classes that cover indicators in Communities and Scholarship. There are hundreds in Seattle and Bothell and only four in Tacoma. SIAS tried to get S designations moving last year, but didn't have the support structure. Alice has contacted the Bothell Registrar to get a sense for how they are doing this. This was brought to the HIPs group, Faculty Assembly, Community Engagement Council, and Turan.

There will be an S&R designation group meeting in March. Ultimately, this will be done by the APCC which has some members in the S&R committee. Bonnie is looking for volunteers to take part.

#### Comparable Institutions and Benchmarking

The leadership team is going to Georgia State University during spring break. GSU is urban-serving and is doing very well in terms of student success. A group will also go to Georgia Center for Community Engagement. Rutgers University-Camden also stands out, sharing several similarities with UW Tacoma.

#### **SIF Updates**

First Set of Reports (for some)

#### Vendor Symposium Getting Going

The Symposium is up and running and being led by Bob Hardie. This is for diverse local vendors with businesses that are minority- and women-owned and includes a workshop for going through our systems which tend to favor larger, more established businesses.

#### Constructive Dialog open for registration

This is now Courageous Dialogue and is running and open for registration.

#### Office of Student Advocacy and Support

Roseanne has been proactively connecting with units. There is not data to report yet, though she has already set up assessment systems. Armen spoke with Roseanne and she will be helping with an idea for vouchers for homeless students similar to what TCC has implemented.

#### **Changes in Personnel**

##### Equity

Ruth is moving on. Amanda will stay through the end of year and James, the new Assistant Chancellor of Equity and Inclusion, will be appointed. Ruth recommended bringing in an interim person for spring quarter with the understanding that there needs to be a process for the new at-large person in fall. A connection with faculty, such as Faculty Assembly, would be helpful.

#### **Winter Work Plan**

Overall Goal:

Measurement and Assessment—Dashboard Creation

How to Get from Here to There:

Different for every Impact Goal! Some approaches include:

- Form an advisory group
- Work with an existing advisory group
- Work with an existing office
- Work with ACSA/IR in a consulting role
- Work on surveys—students, staff, faculty

#### **Additional Goals**

Brainstorm more events for spring

Connecting campus with how the plan connects with their work

Lightning talks: Growth and Scholarship (but lots of related events already)

We've done Equity, Community, and Culture. Students will take place soon. Should we hold a Growth lightning talk next quarter? Do we want to circle back and do Community and Equity again? Riki recommended doing a continuation of the work the groups are doing rather than doing a round of the same thing.

SIF Liaisons to continue to champion and support the SIFs

Review reports that come in January

Approach to SIF 2.0

Communicating with campus about what we're doing

Marcie recommended reporting on current funded SIFs. There are positive feelings about those that are funded and not all of campus knows about that.

Riki recommended an interview with SIFs to see how they've had an impact.

Moving forward with lightning talks, the main objective will be to connect and get more students, faculty, and leadership to attend these events. Providing a way to attend the talks online may help.

Bonnie may ask for a group to brainstorm more possibilities.

Some way of celebrating what people are doing across campus, especially note the things that are new and appropriate to lightning talks—Micro-moves

How to connect our communities with the work of the plan?

### **Discussion of SIF 2.0/Budget Process**

We have some permanent funding.

Lessons learned from SIF 1.0?

The timeline for the awards process was tight and unrealistic. We may not have known what we were funding until after it was funded.

It was a good opportunity to collaborate across the units. Having ideas come from the ground up rather than top down sometimes mattered.

There were concerns as to whether our focus was to have something for each goal or something that covered more goals.

There were questions about hierarchy, not wanting to create bias, and a challenge to do this in an informed way. This meant some Culture Co-champions had more work than others.

There are noticeable and permanent changes on campus as a result of SIFs, including a new caseworker. Assessing would be challenging as some things would make a big difference today while not being the systemic change we're hoping for. Culture change is not always visible and would be harder to point to success when compared to other SIFs. We need things to be funded, even if they're not clearly measurable. Some of the comments made were "Don't know if this is something we should be funding." and "Don't know if this department needs funding."

Provide an example of a strong application to set criteria. While there are page limits, faculty didn't pay attention to them.

Provide clarity on what can and cannot be funded. Provide clarity on what this particular funding cycle is intended to fund while avoiding narrowing so far down that it looks like you've picked what will be funded already.

Provide training and workshop on how to write a SIF proposal which students may find difficult.

Alternatives

Micro-SIFs

There are small amounts of money to get things happening on campus and a "stamp" for community events we support. They could get more people involved if we are careful about criteria. Be careful about timing the micro-SIF and develop a process and review.

Have a student innovation piece.

Targeted initiatives—e.g. HIPs group, Carnegie support, open access resources

HIPS would like to hold a summer institute and need money to incentivize. Open-access money is needed to provide more open access resources for students like lower-price textbooks and other resources we already have on campus.

Analytics—graduate tracking, external vendors

Bonnie requested another IR FTE for someone to help do campus analytics. Bonnie has asked that this be out of the regular budget process, though it may come from the Strategic Plan budget.

Hiring staff

### **Round table for Final Thoughts**

The SP needs to connect to a broader audience.

ASUWT has money for training. They're supposed to bring something back to campus, but how would that be measured? It's given out annually with some students applying and getting funding every year and other students not knowing about it.

The SPCC has a responsibility to give feedback to the campus on what we've funded, what we've learned for the future and how we've tried to be responsible with what we funded.

Next quarter we could have a SIF kick-off celebration.

**Action Items**

Linda and Lisa will talk with Riki and Alison about APT, how to start a conversation, and how the Promotion and Tenure rewards community engagement in relation to the Carnegie application.

**Upcoming Meetings and Events**

- April 13 (10:30 AM-12:00 PM, GWP 320): SPCC Meeting

# STRATEGIC PLANNING COORDINATING COMMITTEE

February 26, 2018

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UNIVERSITY of WASHINGTON | TACOMA



# Agenda

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- > Review Agenda and Minutes
- > Updates
- > Winter/Spring Workplan for SPCC
  - Additional Events
  - SIF 2.0/Budget Process
- > Round table for final thoughts



# Updates

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- > Co-champion updates
  - Equity: [Equity Data Working Group](#)
  - Students: Student Success Council, Lightning Talks (3/8)
  - Communities: CEC, Carnegie Classification
  - Culture: Lightning Talks, Staff survey,
  - Scholarship: Research meeting,
  - Growth: March 8 meeting
  - Reps: Committee for Students on Committees
- > S&A/IR
  - S and R designations
  - Comparable institutions and benchmarking



# SIF Updates

- > First set of reports (for some)
- > Vendor Symposium getting going
- > Constructive Dialog open for registration
- > Office of Student Advocacy and Support

01 Vendor Symposium

02 Arts Building Community

03 Scholarship Fund

04 Constructive Dialog

05 Community Engaged Work

06 Street Law and Urban Debate

07 Learning Commons

08 Student DREAMS

09 Case Management

10 Global Learning



# Changes in Personnel

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- > Equity—Ruth moving on, Amanda through end of year, James to be appointed



# Winter Work Plan

- > Overall Goal:
  - Measurement and Assessment—Dashboard Creation
  
- > How to get from here to there:
  - Different for every Impact Goal! Some approaches include:
    - Form an advisory group
    - Work with an existing advisory group
    - Work with an existing office
    - Work with ACSA/IR in a consulting role
  
  - Work on surveys—students, staff, faculty



# Winter/Spring Work Plan

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## > Additional Goals:

- Brainstorm more events for spring
    - > Connecting campus with how the plan connects with their work
    - > Lightning talks: Growth and Scholarship (but lots of related events already)
  - SIF Liaisons to continue to champion and support the SIFs
    - > Review reports that come in January
  - Approach to SIF 2.0
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- > Communicating with campus about what we're doing
  - > Some way of celebrating what people are doing across campus, esp not the things that are new and approp to lightning talks—Micro-moves



# Discussion of Additional Events

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- > How to connect our communities with the work of the plan?



# Discussion of SIF 2.0/Budget Process

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- > Lessons learned from SIF 1.0?
- > Alternatives
  - Micro-SIFs
  - Targeted initiatives—e.g. HIPs group, Carnegie support, open access resources
  - Analytics—graduate tracking, external vendors
  - Hiring staff



# Roundtable

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- > Next meeting:
- > Individual meetings with co-champions



# New Structure

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- > Co-Champions—support implementation and guide assessment of Impact Goals across campus
  - Communicate, Advocate, Connect, Monitor, Operationalize (clarify), influence
- > Campus Representatives—provide for two way communication between their constituents and the SPCC/plan
  - Communicate, Advocate, Connect
- > What is authority?



# New Structure

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- > SIF Liaisons—provide feedback on activities and assessment, champion and communicate
  - Communicate, Advocate, Connect, Troubleshoot
- > Ad Hoc SIF Award Committee
- > ACSA—Leadership, Assessment and Reporting, Project Management, Communication



# New Structure

- > Meet as SPCC 2-3x per quarter
- > Meet as Co-champions more frequently (also with ACSA)
  - Goal Work Plan to get to Dashboard
- > Create term limits for at-large co-champions
- > Frequency of interface with leadership?
- > Committee Co-Chair?



# Five Finger Consensus

## 5-Finger Consensus

