



**Strategic Plan Coordinating Committee
Meeting Minutes
May 2, 2018
3:30 am – 5:30 pm GWP 320**

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

Review Agenda and Minutes

Updates

Request: Small Committee to Help Vet Replacements

Equity, Scholarship, Growth

There will be a one-time meeting to review applications for replacements in Equity, Scholarship, and Growth. Bonnie plans to send out the list this week with a two-week response time and a May 31st deadline.

Volunteers are Alison, Marcie (after May 25th), and Liz (before the last week of May).

Allocation Process

HIPs Proposal

SIF 2.0 Work Back Plan

Bonnie requested feedback on whether the proposed timeline (See Page 3 of the attachment) is realistic and what might be missing. Projects would span through to the following fiscal year-end (February to the end of June). SIF budgets for this year are confirmed to be extendable into next year. This is a one-time extension and will not happen after this year. Be very intentional about the years when writing up the budget.

Feedback following breakout group discussions:

- Provide more structure with clear priorities set in August that must be met in pre-proposals to ensure more final proposals are approved.
- Ensure a public connection with pre-proposals.
- Availability to do important group work in summer may be limited. We may need to hold longer meetings in autumn.
- Setting priorities should be done by the larger group. Consider having Vice Chancellors and student representatives at the same table.

- We could meet before July as a larger group to set priorities, then have the smaller group work on the fine points.
- Provide funding ranges while setting priorities.
- Matchmaking should begin in the workshop rooms to get earlier investment.
- It may be difficult to make a commitment when budgets are up in the air due to biennium.
- It's unlikely that temporary funding will be included on top of permanent funding.

Strategic Allocations Plan

- Transparency and communication: Mark's announcement at Town Hall
- Identification of priorities: Need to develop a way to identify what our priorities are

There was permanent and temporary funding available to use during the 2018-19 fiscal year. The temporary money is all allocated to SIFs. Anything allocated to a SIF for this year going to next will roll over this one time only. Some of the permanent money went into permanent positions.

Min Specs (See attachment for details.)

Max Specs (do's and don'ts of how we allocate these funds) from breakout group discussions.

- DO create criteria separate from the SIF process.
- DO define what we won't fund.
- DO discuss strategic priorities to choose one or a few to focus on in a given year.
- DON'T try to do everything at once.
- DO clearly communicate (Chancellor Pagano) to campus that there are these different funds to advance the strategic plan and that the Chancellor delegated this to SPCC.
- DO make sure campus knows the committee had a chance to review.
- DO update and revisit the charge.
- DO be transparent with clear guidelines.
- DO define what accountability looks like.
- DO fund projects by non-SPCC members.
- DO prioritize campus-level action.
- DO specify how projects will be identified. Provide a mechanism for identification.
- DO have ACSA produce a budget for the group to evaluate.
- DO have funding for data/infrastructure.
- DO use data to inform how the funding is being allocated.
- Do meet as a group to brainstorm ideas. Co-champions may bring ideas that target their strategic goal. Have a voting process to reach a consensus around goals to prioritize for the year.

Summer Plan

Round table for Final Thoughts

Action Items

- Bonnie will confirm with the Vice Chancellor's that we are planning to do a second round of SIFs.
- Bonnie will update the SIF 2.0 details to note that temporary funding on top of permanent funding is unlikely.

Upcoming Meetings and Events

- June 5 (2:00 PM-4:00 PM, GWP 320): SPCC Meeting

STRATEGIC PLANNING COORDINATING COMMITTEE

May 2, 2018

UNIVERSITY of WASHINGTON | TACOMA



Agenda

- > Request: Small committee to help vet replacements?
 - Equity, Scholarship, Growth
- > Allocation Process
 - HIPs proposal
 - SIF 2.0 work back plan
 - Strategic Allocations Plan
- > Summer Plan
- > Round table for final thoughts



SIF 2.0

Strawman Timeline

- > July—SPCC determines priorities and focus
- > August—SPCC develops evaluation criteria and call for pre-proposals
- > September—ACSA sends call for pre-proposals and call for committee members
- > October—SIF committee meets and finalizes process, sends to SPCC; committee runs workshops for proposers
- > November—Preproposals due, evaluated, final proposals invited
- > January—final proposals due, evaluated



SIF 2.0

Overall Considerations

- > SPCC members can be on SIF Committee
- > Proposers cannot be on SIF Committee
- > SIF Committee 5 people, convened by ACSA (ex officio)
- > SIF RFP with more focus on key areas of focus
 - Prioritize gaps?
 - Prioritize strengths?
 - To be discussed in July!



Small Group Discussion

- > Is this plan realistic?
- > What's missing?



Strategic Allocations

> What I heard:

- Transparency and communication: Mark's announcement at Town Hall
- Identification of priorities: Need to develop a way to identify what our priorities are

> Min Specs



Min Specs

A liberating structure



- > *A designer knows perfection is achieved not when there is nothing more to add but when there is nothing more that can be taken away. – Antoine de Saint-Exupery*
- > What are the must-dos and the must-not-dos of how we make Strategic Allocations?



Min Specs

A liberating structure



Step one: Max Specs—an entire list of all of the dos and don'ts of how we allocate these funds

- a. One your own for 1 minute
- b. As a group for 5 minutes—generate your list

Step two: Min Specs

“If we broke or ignored this rule, could we still achieve our purpose?”

- a. As a group for 15 minutes
- b. Report out—one at a time
- c. Continue to minimize as a whole



Plan for Summer

- > Monthly, longer meetings
- > Goals
 - Finalize SPCC roles
 - Review SIF 1.0 annual plans
 - SIF 2.0 process
 - Review dashboard progress
 - Plan a few events for next year
 - Support campus initiatives as needed—Carnegie, HIPs, etc.



Roundtable



Five Finger Consensus

5-Finger Consensus

