STRATEGIC PLANNING STEERING COMMITTEE
MEETING MINUTES
Wednesday, February 24, 2016


Absent: Sarah De La Parra, Rachel Dominguez, Bedford Macintosh, Diane Miller, Joan Robinson-Berry, Bryce von Helms

Guests: Adam Meyer, Michael Stallworth, Peter Stokes of Huron Consulting Group

Meeting convened at 8:00 am in the CLA 8th Floor Conference Room

1. Welcome and overview of meeting objectives: Peter Stokes, Michael Stallworth, and Adam Meyer of Huron Consulting Group welcomed the Strategic Planning Steering Committee attendees and outlined and explained in detail the meeting objectives.
   - Develop key hypotheses for testing through stakeholder engagement
   - Confirm prompts to gather initial stakeholder input through the strategic planning website
   - Determine the principles, mechanisms, and key processes for the stakeholder engagement phase

2. Discuss takeaways from pre-work: The 35-page handout distributed to the committee on 2/21/16 was discussed. Committee members discussed the need to share insights with University stakeholders to support an effective engagement process. Key responsibilities are:
   - Stakeholder engagement (electronic)
   - Stakeholder engagement (in-place)
   - Sub-committee management
   - Committee communications
   - Project management

   Other areas discussed were CPP’s local and global impact on the community; opportunity for uniqueness; what can a polytechnic do uniquely; strengthen partnerships with high schools and junior colleges; maximize our geographical advantage; reconsider the comprehensive educational model.

3. Stakeholder engagement overview, including input on strategic planning website: There is a need to create open and inclusive process, give all stakeholders a voice. Be cognizant that general consensus will not be achieved but we can achieve a uniform vision that may be inclusive of most. Website can be the tool to share participation and give the stakeholder the ability to see concretely each stage of the process.

4. Breakout group exercise to develop stakeholder engagement plans: Committee was divided in small groups with each group discussing a Stakeholder Group. Each group was to discuss particular interests to reflect, modalities to reach group, ensure engagement, and facilitators. Time constraints allowed four Stakeholder Groups to be discussed.
• Students
• Faculty
• Staff
• Employers and industry

5. Discussion of dividing Stakeholder Groups differently and the roles and responsibilities of the sub-committees.

Meeting was adjourned at 10:05 am