STRATEGIC PLANNING STEERING COMMITTEE – MINUTES

Thursday, January 14, 2016, 5:30 – 9:45 p.m. (Fifth Meeting)

Wall Boardroom, Room 222

Chairperson: Dr. Darla Domke-Damonte

In Attendance: Aneilya Barnes, Director of QEP / Associate Professor Edwards College of Humanities and Fine Arts & QEP
Stacie Bowie, Vice President and Chief Financial Officer
Brian Bunton, Chair, Faculty Senate / Ex-officio Member, Horry County Higher Education Commission
J. Ralph Byington, Provost and Executive Vice President
Margaret Fain, Director of Core Curriculum / Librarian
Charles Jordan, Community Member, Western Horry County / Board Member, Coastal Educational Foundation
Dan Lawless, Chair, Staff Advisory Committee
Mark Lazarus, Chairman, Horry County Council / Ex-officio Member, Horry County Higher Education Commission
Arlise McKinney, Director of Graduate and Executive Education, E. Craig Wall Sr. College of Business Administration / Associate Professor
Christine Mee, Associate Chair, Executive Director of Planning and Research
Michael Ruse, Associate Dean, University College / Director University Honors Program
Richard Visio, Assistant Director, School of Coastal and Marine Systems Science / Associate Professor
Dennis Wade, Business Leader / Board Member, Coastal Education Foundation

Task Force Chairs also present:
  Mike Roberts, Task Force 1
  Barbara Ritter, Task Force 2
  Ed Jadallah, Task Force 3
  Dan Ennis, Task Force 4
  William Plate, Task Force 5
  Stacie Bowie (Steering Committee Member), Task Force 6

Absent: Jennifer Altieri, Associate Professor, Spadoni College of Education
Jonathan Bruenn, Student Government Association VP of Finance
David A. DeCenzo, President
Woody Ford, Alumni, Class of 2005 / Director, Coastal Carolina University
I. Call to Order – by Dr. Domke-Damonte at 6:00 PM.

II. Approval of the Minutes

Dr. Domke-Damonte requested a motion to approve the minutes of the meeting of December 3. The motion was made by Ralph Byington; seconded by Chris Mee. Motion passed.

III. Old Business

1. Correction to technology risk assessment: Darla Domke-Damonte noted a scoring error and that materials have been adjusted properly.

2. Task force creation and lists: Representation for each task force was reviewed with President DeCenzo and Dr. Byington with Dr. Domke-Damonte. From that process, the list of committee members (69 people total) was formed. Each member has been notified of their appointment by the President’s office via letter. The task force meetings will start on January 19. Meetings are from 8-9am, Tuesday and Wednesday. Thursday and Friday have two task force meetings, 8-9am and 9-10am. Meetings held in Lib Jackson Student Union, A213. (A214 will be used on January 19, February 2 and 16; and March 1). Task force chairs will be provided support, and minutes will be taken in each meeting and sent out within 48 hours to keep the process moving along. There will be a laptop set up for each group’s use to capture any slides or other information.
   a. Stacie Bowie noted that on Thursdays and Fridays, the 8-9 am task force group should be on point so as not to run over for the next task force start at 9am.

IV. New Business

1. Overview of the task force process:

Dr. Domke-Damonte reviewed the timeline for the task force and the task force process delivery points. The Steering Committee members will serve as mentoring members on the task forces and will speak of the linkage between planning, budgets, assessment and what input the task force will make to that cycle to ensure a seamless process. The task force should start by taking apart the statement drawn up by the Strategic Planning Steering Committee and the different points of feedback by looking at different attributes. The focus of the task force chairs is on the statement that was crafted which explains what was meant by the element. The process involves pulling the statement apart to see what attributes need goals and then moving them into separate goal statements and objectives that fit within the timeline. Dr. Domke-Damonte noted that if task force chairs would like adjustments to the preliminary agenda that they please let her know by noon, January 15, to adjust and get out to committees.

For your convenience, task force distribution lists have been set up on the global directory for each team by name of Task Force 1, 2, etc.

Dr. Domke-Damonte will touch base with the chairs during the task force process. We will come back together in February to start to adjust the final plan. This means that the cycle is about one month to get to the goals and objectives while keeping to the framework that has been put in place to
fit into the rest of the plan. We will be sharing the task force and the process with the campus for feedback, reminding them of the access point as well.

2. Presentations:
   a. Current campus master plan and issues to consider:

   Dr. Byington presented the campus master plan, which relates to new building construction and includes areas in front after approvals are secured. In addition to the new academic buildings, there are new plans for an academic administration building, creation of the NMB Convention Center, academic enrichment centers and expansion of the HTC center. Long-term vision is that academic student projects have adequate spaces as we will be pressed when the Smith building is taken off line for renovation.

   This expansion will get us to where we should have been a couple of years ago. Another academic building and enrichment center for academic outreach is important for this campus.

   Plans call for locations for such projects as a Literacy Center, Child Development Center and music practice rooms.

   An RFP is out for the MB/NMB Education Center as a better location is needed. This will house graduate education and academic outreach areas and room for conferences and large events, Performing Arts/Theatre/Music.

   On the main campus, we are looking at a signature gateway building/ hotel at the intersection of 501 and the university to include an art center.

   Athletics include the track/soccer complex, Brooks Stadium expansion, sand volleyball.

   Campus circulation changes will ensure safety for students and 600 new bedrooms will come online next year. New roundabouts will make the transition smooth and allow connections to 501.

   Parking is always a concern and there are plans for a garage. Dr. Byington encouraged all to use shuttles during construction.

   The timeframe for completion is the fall 2017 for the science center.

   The penny sales tax will determined which projects will be the next to start. Dr. Byington pointed out that we have outpaced our growth over the last five with an increase of faculty and staff. He asked that task force chairs think about these expansions as they are having conversations with their members, as we will have the same increase as we grow the student body.

   b. Current campus technology plan and issues to consider:

   Abdallah Haddad presented information on the University’s current infrastructure in relation to our technology (presentation will be made available on website). New plans have to support strategic plans across the university and campus. There is now the need to coordinate initiatives
and prioritize due to increase in faculty, staff and student body which is increasing the demand for updated technology. The timeline and goals of updating the infrastructure will align with the strategic plan keeping in mind the needs and cost to the college.

Challenges also involve resources, which all have to be looked at to ensure that what is chosen aligns with the technology we plan to do now and in 3-5 years. This can be aligned with strategic initiatives as well as the whole technology plan and under the infrastructure and financial liability. There is much needed work ahead to ensure we have the need of our mobile trends and the requirements for the bandwidth that is being consumed. (As a comparison, years ago we had 30 megabits of bandwidth and currently have 2 gigs. More is needed to support the strategic plan.)

Other goals and initiatives were reviewed and how they tie into the strategic plan because of their impact. We are looking into ways of supporting the growing technology needs of the university and primary data centers in order to have the ability to do high-performing computing modules and applications. We must also think about security and business continuity and critical/essential services or co-locations outside of the university in the case of an emergency.

Dr. Byington commented on understanding the skepticism on space requirements. We are making major strides with what has already happened and what will take place over the next 18 months. With all the infrastructure projects, we are going to get where we should have been a couple of years ago. As it relates to campus technology and the long-term planning, we will get to where we need to be in the next seven years.

Dr. Domke-Damonte reiterated how this frames up the need for clarity of the strategic goals we are stating and objectives within each. If we think about all the new systems being placed, we will need technology oversight somewhere. She asked task force chairs to remember this in their conversations with their members and how it fits within the infrastructure, as it will touch base upon all task forces. As the chairs are setting the tone for their task forces, they were requested to think about how we are doing, what we have made progress on, what needs attention and what we haven’t made progress on. We want to establish a common framework which should fit seamlessly together and as a group.

c. Assessment planning process update and issues to consider:

Chris Mee and her department have been looking at different systems to replace the current assessment system in alignment with the strategic plan. A decision will be made in the next month to be ready for fall 2017.

The two products being reviewed are Compliance Assist and Tk20. It was noted that the name can be rebranded and CCU shell can be layered over it.

Dr. Domke-Damonte requested task force committees to think about the cycle and timeline; how it will fit into our planning/budget process and what, if anything, has to be adjusted. Budget cycle planning is March 15.
3. Charges to the task force chairs

Task force teams met for 20 minutes to review strategy statements. It was noted that there will be overlapping of statements into other areas. Concentration should be to on laying out your theme statements and building up the ground work.

There was a motion from Task Force 4 to have their strategy statement changed to read:

    Engage students, faculty, staff and the greater community in a partnership of learning grounded in the liberal arts, based on respect for diversity and inclusion.

All were in favor and the motion was passed. Dr. Domke-Damonte reminded task force chairs that if they get requests for any adjustments, to please bring to Strategic Committee for discussion and approval. Framing for the Task Force Strategy Statement #4 will be adjusted in all communication points and explanation for the adjustment provided to the Task Force #4 group members.

V. Announcements
a. Next meeting is scheduled on Thursday, February 4, in Atheneum Hall (Alford Boardroom) at 6pm (dinner at 5:30pm).

VI. Adjournment
There being no further business, the meeting was adjourned at 8:30 pm.

Submitted by Lisa Gagne, January 19, 2016