**2024-2029 STRATEGIC PLAN STEERING
COMMITTEE MINUTES OF THE MEETING -
APRIL 26, 2023 2:00PM
LIBRARY 250**

The UNA Strategic Plan Steering Committee held a make-up meeting at 2:00pm on Wednesday, April 26, 2023 in Collier Library Classroom 250. The following members were present: Brian Dempsey, Erin Gillespie, Ravi Gollapalli, Jean Ann Helm Aleen, and Lauren Killen. Dr. Jessica Stovall and Dr. Laura Williams, co-chairs, presided.

I.   **Call to order**

Dr. Laura Williams called the meeting to order at 2:02pm.

II.   **Approval of Agenda**

A motion for the approval of the agenda was made and passed unanimously.

III. **Introductions**

Each committee member introduced themselves to the committee.

IV.   **Charge of the Committee**

Dr. Laura Williams reviewed the charge of the committee and recapped the remarks from President Kitts and Provost Alexander from the April 14th meeting. We will have a Strategic Plan Steering Committee MS Team where all information, results, etc. will be shared.

V.   **Strategic Plan Process**

Constituent groups (list of these are contained in folders given out prior to the start of the meeting) will be pre-assigned if possible. Data from constituent group meetings will always be posted in the Strategic Plan Steering Committee MS Team. Themes will be presented to the Board of Trustees in December 2023 for approval and implemented in January 2024. In your folders, there is a page that defines this whole process.

VI.   **Timeline**

Timeline (handout provided in your folder) was reviewed. We are keeping the timeline the same as last time as it worked well. See handout for the tentative timeline.

VII. **Open-Session and Closed-Session Meetings**

The monthly Steering Committee meetings will be closed-session meetings. Any constituent meetings are open to all constituents.

VIII. **Paired Conversations**

Committee members were grouped in pairs and asked to brainstorm ideas for what this process would yield for the university based on the question:
What hope or aspirations do you have for UNA?
Results of the brainstorming session can be viewed in MS Teams.

IX.   **Accomplishments**

Committee members were asked to brainstorm ideas for what accomplishments at UNA has experienced over the last five years. What are things now that we consider our many accomplishments? Document those. Also list things that we would aspire to do better and/or differently. Document those. This helps us learn about our institution and our successes. Reviewed responses from all groups and selected top choices/most important. Committee member results are posted online in MS Teams.

X.   Cascade Design

Cascading Agreement Design results from April 14 meeting reviewed.

XI.   Carousel Design

Carousel Design/SWOT Analysis reviewed. The design is transparent, ideas are shared openly, and no one can control the outcome. Strengths, Weaknesses, Opportunities, and Threats/Challenges (over the next 5-10 years). Materials (questions, markers, flipcharts, etc.) will be provided by the DEI Office. Please contact Allison Hyde at the DEI Office to schedule a pick-up time for these materials. We will do these throughout the Summer of 2023. Committee member results are posted online in MS Teams.

XII.   Questions

None

XIII.   Adjourn

The meeting adjourned at 3:20pm. Doodle polls will be sent to establish dates for the May, June and July monthly meetings.