



**The University of North Alabama
2024-2029 Strategic Plan Steering Committee
Minutes of the May 18, 2023 Meeting
11:00AM – 12:00PM
Collier Library 250**

The UNA Strategic Plan Steering Committee met at 11:00am on Thursday, May 18, 2023, in the Collier Library Classroom 250. The following members were present: Brian Ford, Ning Wang, Minnette Ellis, Jason Watson, Joel Anderson II, Cheryl Price, Larry Bowser, Catherine White, Amber Fite-Morgan, Julie Taylor, Lauren Killen, Jean Ann Helm Allen, Brian Dempsey, and Erin Gillespie. Dr. Jessica Stovall and Dr. Laura Williams, co-chairs, presided.

I. Call to Order

Dr. Laura Williams called the meeting to order. She discussed dates for the June and July Steering Committee meetings. There are some who have not answered the Doodle Poll for the June and July meetings. Please do so by noon tomorrow. The June date is 6/22 and the time depends on others who may answer the survey. The July meeting date is Wednesday, July 19 from 11am – 12pm.

II. Approval of Agenda

Motion to approve by Amber Fite-Morgan, second by Minnette Ellis. Approved by all members present.

III. Approval of April 14, 2023 Meeting Minutes

Motion to approve by Brian Ford, second by Lauren Killen. Approved by all members present.

IV. Approval of April 26, 2023 Make-up Meeting Minutes

Motion to approve by Erin Gillespie, second by Jean Ann Helm Allen. Approved by all members present.



V. Discussion about MS Teams and Data Collection

Dr. Stovall explained MS Teams layout and folders. Discussed enabling notifications.

Dr. Williams and Kay Wammack are working on scheduling constituent meetings, several groups have large numbers of employees. We will work to separate those into groups.

Dr. Williams discussed Qualtrics survey – to capture data from those who cannot attend, want to add thoughts later or want to add thoughts anonymously.

Dr. Stovall Explained folders for constituent group meeting data. Take pictures of raw data and upload pictures and exercise summary into MS Teams under appropriate constituent group folder, bring raw data back to Dr. Williams' office for storage. Showed example from Staff Senate.

VI. Presentation of Constituent Group Data

1. Staff Senate – Brian Ford and Amber Fite-Morgan

Presented results – 20 senators attended (3 did not attend)

Commented on strengths, weaknesses, opportunities, threats for their exercise, and commented on common themes of the Staff Senate

VII. Questions

Dr. Stovall displayed website – waiting on contact/info form and then site should be live. Faculty, staff, students and community will be notified via email of Strategic Plan site.

XIV. Adjourn

The meeting adjourned at 11:35am.