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Planning Committee

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MINUTES
of the
Planning Committee
Tuesday, September 3, 2013 Meeting

Present: Arne Kildegaard (chair), Jon Anderson, Jim Barbour, Michael Eble, Julie Eckerle, Jane Kill, Sarah Mattson, Jordan Wentz

Absent: Jim Hall, Leslie Meek, Lowell Rasmussen

The meeting was called to order by this year's chair, Arne Kildegaard.

- The meeting began with introductions.
- A discussion of committee membership ensued. The committee currently has only 1 student member. A full complement is 3. The chair will contact the Membership Committee with this information.
- A discussion of meeting times ensued. The committee tentatively reserves alternate Tuesdays, 11 a.m.-noon, for our fall semester meetings.
- A dramatic reading of the committee's charge, as outlined in the UMM By-Laws, ensued.
- A discussion of the committee's 2012-13 accomplishments, the agenda-setting process, and the priorities for 2013-14, ensued.
 - The committee was reminded of the website (morris.umn.edu/committees/planning), where past minutes are archived.
 - Last year's agenda was revisited. Four main objectives were outlined in the committee's first meeting, fall 2012: 1) determination of the UMM comparison group(s); 2) a reconsideration of the strategic plan; 3) A new approach to capital planning and facilities maintenance; 4) consideration of the optimal enrollment at UMM.
 - Of these, (1) was completed. (2) was not taken up. (3) was only given cursory attention. (4) was not taken up.
 - Arne Kildegaard (current chair) and Margaret Kuchenreuther (immediate past-chair) presented the comparison group(s) to the Chancellor's Advisory group in late August, 2013. It was well received. It will be brought to Campus Assembly, likely this fall. Whether that will be for information or for action is yet to be determined.
 - A dramatic reading of an excerpt from the UMM Constitution suggests that chancellorial priorities for committee agendas should be routed through the Steering Committee. Several members supported the notion of a stronger role for the Steering Committee, particularly to aid in communication and coordination of agendas across the different assembly committees.
 - Jane Kill raised an issue regarding the re-classification (from USA to P&A) of one of the elected members on the Steering Committee. Is the SC properly constituted, in light of this?

- A review of VC for Finance and Facilities Lowell Rasmussen’s “white paper” on HEAPR and capital projects was conducted, from the collective memories of those who were present last year. In essence, the plan amounts to an attempt to “annuitize” the flows of resources to this campus, rather than to be subject to the intermittency, unpredictability, and general “lumpiness” of these allocations historically. The Planning Committee approved the idea in principle last year. According to Lowell (conversation with the chair prior to this meeting), this plan is still under consideration in the Twin Cities. The PC will seek an update later this year.
 - With respect to the Planning Committee’s role in prioritizing capital and maintenance projects: historically we have acted on short notice, without much familiarity with the alternatives. The chair pledges to organize a tour of facilities sometime early this semester, so that we might better be able to weigh in when the time for short-notice voting inevitably comes along. (Note: the short notice originates in the Twin Cities, according to VC Rasmussen.) In the spirit of the earlier discussion of the coordinating role of the Steering Committee, Jon Anderson suggests that Steering be notified of the tour and that Steering communicate an invitation to other relevant committees to join us on the tour.
 - The enrollment target of 2100, brought up by the Chancellor at the Fall Faculty/Staff Convocation, was discussed. The Planning Committee began work on determining optimal enrollment numbers in Fall, 2011, but this agenda item largely fell off the table in 2012-13. In the 2011-12 minutes there were some serious reservations registered by ORL and the Office of the Registrar (see the meeting minutes from 2/8/12 and 2/22/12). Whether this subject becomes a priority for the Planning Committee in 2013-14 is yet to be determined. Input from the Steering Committee would be helpful. Jon Anderson remarked that the feasibility of the 2100 number depends critically on the composition of that number: bottlenecks are largely at the freshman class level. This highlights the importance of retention as well as incoming transfer students.
 - According to Rasmussen (conversation with Kildegaard prior to the meeting) UMM has contracted with a consultant (“Sightlines”) to assess our physical facilities and their use. The report will be delivered in October, 2013, and should provide some metrics on whether our facilities are adequate for existing students, faculty, staff, and administration, and whether they could support additional enrollment numbers.
 - Will we be charged with revisiting the Strategic Plan? President Kaler has requested an expedited strategic planning process for the TC campus, to be completed by summer 2014. Will we be asked to do a similarly expedited review? We do not know, but it may be worthwhile to think about this in anticipation of the request. Kaler likes to move very quickly, according to Sarah Mattson.
 - The chair will ask Rasmussen to present a financial review of campus fiscal operations at the 9/17/13 meeting.
- Meeting adjourned.