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### Proposed system-wide planning process

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## Proposed System-Wide Planning Process

### CHARGE

Each campus at the University of Minnesota has developed a strategic plan to guide its decision-making and resource allocation and to ensure that it capitalizes on its unique strengths as one campus within a larger system. The Board of Regents and President Kaler, mindful of the distinctive missions and strengths of each campus, seek a document that articulates 1) the common values, processes, and expectations across campuses; and 2) how the unique strengths of the constituent parts of the system can strengthen what the University of Minnesota offers to the State of Minnesota, to our region, and to the world.

The University of Minnesota System-Wide Strategic Planning Committee is hereby charged to review campus planning documents and annual reports which detail unique areas of strength; gather input from administrators, faculty members, and students at the Crookston, Duluth, Morris, Rochester, and Twin Cities campuses about how excellence throughout the system can advantage all campuses; and recommend new opportunities to leverage a system-wide perspective to benefit all our students and citizens across the state.

The committee will produce a document to be used by the President and Board of Regents in decision making. In this document, the System-Wide Strategic Planning Committee will answer the following questions:

1. Who are we as a university system?
  - a. What are our collective strengths and commitments?
  - b. What are the unique strengths of individual campuses?
  - c. How do we ensure that the unique areas of strength are complementary and connected within the system?
2. How do we ensure that the collective and unique strengths of our campuses and system are accessible to and meet the needs of students, faculty, Minnesota communities, and other stakeholders?
3. What strategic intentions should guide decision-making and resource allocation in short- and long-term planning?

### MEMBERSHIP ON THE SYSTEM-WIDE STRATEGIC PLANNING COMMITTEE

The membership on the System-Wide Strategic Planning (SW Planning) Committee will be broad representing a cross section of faculty, students, and administrators from the campuses and from units with system-wide duties. The work of the SW Planning Committee will be divided among its nineteen members during the different phases of the planning process (see below). Below is a list of members (*some suggested and others to be recommended by the Chancellors and Provost*) separated by stakeholder group.

1. (2) Co-chairs: Rebecca Ropers Huilman, Twin Cities; and Steve Lehmkuhle, Rochester campus

2. (5) Faculty members: One appointed by each Chancellor and one by the Provost
3. (5) Students: One student from each campus.
4. (2) Representatives for Centralized Administrative Units: Bernie Gulachek from OIT and Michael Goh from OED.
5. (3) Administrative representatives with an undergraduate emphasis: Designated by the Chancellors at Crookston, Morris, and Rochester.
6. (2) Administrative representatives with a graduate/research emphasis: One designated by the Provost and one designated by the Duluth Chancellor.

## PLANNING PROCESS

The planning process will have three phases: Inquiry, Synthesis, and Affirmation.

1. Inquiry. Five members of the SW Planning Committee will visit each campus to gather input from appropriate stakeholders, including faculty, students, and appropriate administrators concerning the three questions listed in the charge to the SW Planning Committee.
  - a. The Office of the Chancellor and the Provost will make arrangements for the visit by members of the SW Planning committee.
  - b. The co-chairs and the faculty, student, and administrative representatives from the campus who serve on the SW Planning committee will participate in the visit.
  - c. The visits to the campuses will be held during the fall semester.
  - d. The inquiry phase will also include a work session in December with the Board of Regents attended by the co-chairs of the SW Planning Committee.
  - e. *Staff support*. A staff person is needed to work directly with Chancellors' and Provost Offices to arrange schedules and visits to campuses, manage each visit, and prepare notes and minutes. The notes will be reviewed by those who participated during a visit, and any revisions will be managed by the staff person.
2. Synthesis. The nineteen members of the SW Planning Committee will gather to review the input gathered from the visits to the campuses, review strategic planning documents from each campus, and prepare recommendations addressing the three questions in the charge to the committee.
  - a. The synthesis work of the SW Planning Committee will be facilitated by an expert utilizing a deliberative process to derive a set of proposed recommendations and associated measurements.
  - b. The synthesis work will be scheduled in January and the SW Planning committee will meet as often as needed to complete its initial work.
  - c. The SW Planning Committee may elect to invite others to provide feedback concerning any recommendations during their synthesis deliberations.
  - d. *Staff Support*. A staff person and a facilitator will be needed for the Synthesis phase. The staff person will schedule meetings of the SW Planning Committee, distribute the final notes and minutes of the campus visits to the Committee members, prepare and distribute a summary document of the campus strategic plans, and support the facilitator during the synthesis process. The facilitator will work with the Committee to derive its recommendations.

3. Affirmation. The co-chairs of the SW Planning Committee will visit with the President and share the initial recommendations of the Committee. The co-chairs will revise the recommendations according to the President's feedback. The co-chairs will then visit each campus to share and solicit feedback about the proposed recommendations with appropriate stakeholders, including faculty, students, and staff. The co-chairs will be joined during the second campus visits by the three members of the SW Planning Committee from the campus.
  - a. The second visits to the campuses will occur during the Spring.
  - b. Each Chancellor's office and the Office of the Provost will make arrangements for the second visit.
  - c. The co-chairs will share its initial recommendations with the Board of Regents at its May meeting.
  - d. The SW Planning Committee will gather late spring to review feedback derived from the second visits to the campuses and from the Board of Regents. The Committee will then make its final recommendations. *Note: Will probably lose some student engagement at the end of the process.*
  - e. The co-chairs will then review the final recommendations with the President and will revise accordingly in preparation for final consideration by the Board of Regents in June.
  - f. *Staff Support.* A staff person will be needed to work directly with the Chancellors to arrange the second visits to campus. The staff person will manage the visit, prepare minutes and notes, and share the minutes and notes with those who attended the campus meetings. The staff person will also arrange the late spring meeting of the SW Planning Committee to review the feedback received about its initial recommendations. The staff person working with the co-chairs will prepare the final report to be presented to the Board of Regents at its June meeting.