

University Council

Meeting Agenda

June 2, 2023 | 8:30am-10:00am

- 1. Welcome | President Peters**
- 2. Strategic Planning Discussion | Judy Sylva & WOU Planning Team**
 - [Overview of *Forward Together 2017-2023* & current process for next generation of WOU Planning](#)
 - [Overview of the Process, Roles & Responsibilities](#)
- 3. Breakout Groups: Review Forward Together Mission, Vision, and Values**

WOU STRATEGIC PLAN DEVELOPMENT TEAM

2023 - PROJECT PLAN

Priorities guiding every component of this project:

- Place students at the center of everything we do
- Center equity, diversity, and inclusiveness
- Develop and improve systems to better serve the community
- Connect with local, state, and regional needs

Team charge

The Plan Development Team is charged with implementing all phases of the assessment of the goals from Forward Together 2017-2023. The team will provide summaries of the interpretations, implications, and input gathered from all campus communities and constituents to the University Council and the President in order to inform the development of the next WOU plan. This team is charged with developing a framework for ongoing progress monitoring of the plan that is inclusive of all campus units and constituents and centers equity. Finally, this team is charged with making recommendations regarding the branding of the WOU plan and partnering with relevant units to publicize the plan.

Deliverables

- i. Summary of the most current indicators and available evidence for each of the goals in Forward Together 2017-2023.
- ii. Updated mission, vision, core values, goals (formerly known as Institutional Priorities), indicators, and outcomes at the institutional level for approval by executive leadership, staff senate, faculty senate, and student senate.
- iii. Final write-up of Mission, Vision, Core Values, Goals/Institutional Priorities, Indicators, and Institutional Outcomes prepared for approval by Board of Trustees
- iv. Framework for organizational-level tactical and operational planning, reporting, and progress monitoring.
- v. Recommendation regarding name and messaging for the new WOU plan

Roles & Responsibilities

WOU President:

- Charging the team
- Approving the plan structure
- Overseeing the plan development
- Receiving advice and recommendations from the University Council
- Final decision-maker and receiver of deliverables

University Council:

- Participating in interpretation and implications in assessing Forward Together
- Providing input and feedback on the refinement of the WOU mission, vision, and core values as informed by campus input and implications of assessment of Forward Together
- Providing input and feedback to drafts of deliverables developed by the planning team
- Making recommendations for the President's consideration regarding the creation of a logical, well-organized plan and ensuring the highest level of the plan is broad enough to include all units.

Campus Community:

- Participating in interpretation and implications in assessing Forward Together
- Providing input and feedback on the refinement of the WOU mission, vision, and core values relative to the assessment of the Forward Together Institutional Priorities
- Providing input and feedback on proposed plan components as they are developed as well as the framework for engaging the campus community in reporting and progress monitoring of the new plan

Shared Governance Senates and Governing Board:

- Review and approve the final plan as proposed by the President

Project Manager:

- Formulate a plan to meet the project's objectives
- Participate in and supervise the successful execution of each stage of the project
- Resolve derailments and communicating effectively with team members and other stakeholders to ensure the project stays on track
- Ensure that all relevant actions are approved and that documents and deliverables are archived for future reference
- Manage the planning webpages

- Set up standing meeting and platforms for communication within the team and between the WOU community and the team

Planning Team members:

- Lead the project team
- Champion the strategic planning process
- Be objective and take a comprehensive view of issues being discussed
- Be an effective communicator
- Attend all meetings possible and review meeting recordings when you have to miss a meeting have interpreters at all meetings; set up standing meeting
- Ensure that communications about the progress of WOU planning are issued to the broader campus and community in a timely and effective manner through a spokesperson.
- Act as the first point of contact for all questions in relation to the WOU planning process
- Build consensus around strategic priorities
- Ensure the highest level of the plan is broad enough to include all units including a discussion of dashboards and reporting

Timeline

Activity	Status	Planned Start	Roles	Notes
Establish the Strategic Plan Development Team	Completed	Spring 2023		
Team establishes outcomes, roles and responsibilities, and timelines for deliverables	In progress	Spring 2023		
Create summary of evidence...	In progress	Spring 2023		
Input and feedback mechanism	Not started			
Present summary of evidence for	In progress	Spring 2023		

Activity	Status	Planned Start	Roles	Notes
goals on Forward Together to expanded cabinet for interpretation and implications				
Present summary of evidence, interpretations, and implications to the campus community for comment and input on next strategic plan goals	Not started	Spring 2023		
Update/refine Forward Together vision, mission, core values, and goal areas based on feedback and input from expanded cabinet and campus community	Not started	Spring 2023		
Present updated vision, mission, values, goal areas to expanded cabinet for comment and input	Not started	Spring 2023	Volunteers to present and volunteers to take notes	
Operationalize goals; identify and set indicators for goals; identify outcomes centering equity	Not started	Spring 2023		

Activity	Status	Planned Start	Roles	Notes
Present draft of strategic plan with vision, mission, core values, goals, indicators, and outcomes to the expanded cabinet for input and feedback on the final version.	Not started	Spring 2023		
Finalize strategic plan structure with vision, mission, core values, operationalized goals, indicators, and outcomes at the institutional level	Not started	Summer 2023		
Present the final version of the strategic plan to the campus community for feedback.	Not started	Fall 2023		
Seek approval of the final version of the strategic plan from faculty senate, staff senate, and student senate.	Not started	Fall 2023		
Board of Trustees approval	Not started	Fall 2023		
Establish framework for organizational-level tactical and operational	Not started	Summer 2023		

Activity	Status	Planned Start	Roles	Notes
planning and alignment to institutional outcomes, reporting, and progress monitoring				
Brand the plan and partner with relevant units to publicize	Not started	Summer 2023		
Strategic Plan Development Team completion	Not started	Fall 2023		

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