

# Strategic Planning Council II

## Meeting Minutes

**Eleventh Meeting: February 20, 1998**

*Meeting Time: 10:00 - Noon*

### **In Attendance:**

Terry Bishop, Bill Chittenden, Michelle De Jean, Pat Delaney, John Engstrom, Angie Euhus, David Graf (SPC Facilitator), Larry Jacobs, Mark Misic, Lynn Neeley, Rick Ridnour, Nancy Russo, Mona Salmon, Linda Schaller, Denise Schoenbachler, Bill Tallon, Beth Towell, Sally Wakefield, Jim Ward, Harry Wright, Dan Wunsch

### **Unable to Attend:**

Doug Ayers, Sue Braffet, Greg Carnes, Rich Erickson, Debra Hopkins, Peter Kaminski, Lori Marcellus

### **Prepared February 24, 1998 by:**

Michelle De Jean, SPC Project Manager

Major issues addressed during this meeting of the SPC include:

- 1. Departmental Mission Statements**
- 2. SPC Bylaws**

**Departmental Mission Statements.** David Graf distributed departmental mission statements to SPC members for their review. David indicated that the departmental mission statements were:

- developed over the Spring and Fall 1997 semesters;
- crafted within the departments by faculty representatives from the departments, and;
- aligned with the personnel guidelines for the College, such that faculty contributions made in support of the department and college strategic plans could be identified and assessed.

**SPC Bylaws.** David distributed and presented the draft SPC Bylaws (dated 2/20/98) for review and comment. This document reflects the recommendations made, as compiled by David, by the two SPC working groups. The two working groups were charged in Fall 1997 with addressing, respectively: 1) the responsibilities of the SPC III, and 2) the composition of the SPC III.

David suggested the following framework for the bylaws:

- Operating Principle of the SPC
- Mission and Responsibility of the SPC
- Organization
- Structure

The SPC reviewed and discussed each section of the draft bylaws and made changes were appropriate. Two motions were made with regard to changes in the draft bylaws:

1. **Bylaws Document dated 2/20/98. Section: "Structure." Subheading: "Membership."** Motion was made and seconded to reflect the decision that: Two-thirds of SPC membership must come from the College of Business, and that SPC membership must include at least one student member. Motion carried.
2. **Bylaws Document Dated 2/20/98.** Motion was made and seconded to: 1) incorporate the changes suggested during the 2/20/98 SPC meeting into the SPC Bylaws and, 2) adopt the SPC Bylaws -- with said changes added to the document -- as final. Motion carried.

**Next Steps.** The SPC Bylaws will be updated and finalized. David indicated that the finalized bylaws will be distributed to all College members.

The SPC II is disbanded. During the remainder of the Spring 1998 semester, David Graf will initiate a call for volunteers for the SPC III.