

UNIVERSITY OF WISCONSIN-STOUT COMMITTEE/TEAM ESTABLISHMENT FORM

Team Name:	Strategic Planning Group (SPG)
Charge:	Deploy the strategic planning model. Strategic planning is a joint responsibility of the faculty, staff, students and leadership team of UW-Stout to ensure a viable and responsive organization.
Outcome:	Develop and deploy a strategic plan for UW-Stout incorporating the values of participation, communication, and data-driven, outcome-based results. <ul style="list-style-type: none"> • Review and Renew the mission, vision, and values of the university. • Conduct stakeholder visioning. • Develop long-range goals. • Create action plans to accomplish the goals. • Develop and monitor performance indicators. • Periodically review progress.
Chairperson/Leader:	Chancellor
Staff Support:	Director of Budget, Planning, and Analysis Special Assistant to the Chancellor
Membership:	5 – Faculty (Past Chair, Present Chair, Vice Chair, 2 at-large) 4 – Academic Staff (Present Chair, Vice Chair, 2 at-large) 2 – Students (President, 1 at-large) 5 – Deans (CAS, CHD, CTEM, SOE, SS) 2 – Classified (President of WSEU, Personnel Manager) 7 – Chancellor’s Office Division (Chancellor, Vice Chancellor, CIO, Special Assistant, Assistant for AA/EEO, Director of Federal and State Relations, University Communications Director) 3 – Provost’s Office (Provost, Assistant Vice Chancellor, Executive Director) 3 – ASLS Division (Vice Chancellor, Assistant Vice Chancellor, Director of BPA)
Consultants/ Resource People:	National Speakers Office of Budget, Planning, and Analysis Facilitators Other Faculty and Staff, as appropriate
Training/Information Needed:	Understanding of Planning System and Model Commitment to Planning Values Knowledge of Resource Principles Resource Binder
Method of Communication:	In-Person Meetings
Timeline:	Pre-retreat meetings will typically be held during May and June. Retreat will occur in June or July. Fall meeting to finalize priorities. Spring meeting to review progress.

Six-Month FOCUS 2015 Progress Review Meeting

Goals:

- Review progress that has been made on FOCUS 2015 action plans and university priorities.
- Celebrate accomplishments.
- Identify and address concerns associated with completing action items - with a target to keep the number of items on year-end gap list (developed in May 2010) to less than 5% of the total number of action items across all action plans.

Overview:

This is the second pre-retreat meeting in preparation for the summer 2010 Strategic Planning Group retreat. The focus of the pre-retreat meetings is to review data, progress on FOCUS 2015 action plans/university priorities, suggestions, and issues associated with the FOCUS 2015 goals. These data and information will serve as discussion points in preparation for the retreat and will be used to identify the university priorities.

In this meeting, we will be reviewing our 6-month progress on the active FOCUS 2015 action plans and university priorities. The report can be found online on the SPG retreat webpage: <http://www.uwstout.edu/static/bpa/planning/spgretreat/2010/index.html>

We will be displaying this document on a projector screen during the meeting, but *you may also wish to bring a laptop computer or paper copies of the documents to follow along.*

FOCUS 2015 Action Plans:

Action Plans and University Priorities	
Primary mechanism to achieve the enduring and five-year goals. They include strategies for implementation, assign responsibilities and timelines, and allocate resources.	
Action Plans Action Plans are comprehensive documents comprised of multiple initiatives. The number of action plans changes with changing needs. <ul style="list-style-type: none">• Academic Plan• Capital Plan• Climate Action Plan• Division Plans• Inclusive Excellence (Equity Scorecard)• IT Plan• Marketing Plan• Training and Development Plan	University Priorities University Priorities are more focused documents that zero in on one specific initiative. Although more focused in scope than the action plans, University Priorities are closely monitored by the Strategic Planning Group.

Agenda:

Each Action Plan sponsor will have 15 minutes to:

- Describe the goal of the action plan- *What are you trying to achieve?*
- Highlight the progress that has been made in the past 6 months – *What are the major accomplishments and gaps?*
- Discuss any concerns associated with the action plan- *What additional support or action could be provided by the SPG to achieve the action plan goals?*

Six-Month Strategic Planning Report		
Academic Plan	Julie Furst-Bowe or designee	15 minutes
Climate Action Plan	Diane Moen or designee	15 minutes
Marketing Plan	Dave Williams or designee	15 minutes
Training and Development Plan	Diane Moen or designee	15 minutes
University Priorities: Diversity Experiential Learning Enrollment Management	Richard Tafalla or designee Janice Coker or designee Pam Holsinger-Fuchs or designee	15 minutes
Information Technology Plan 2009-11	Doug Wahl or designee	15 minutes