Present: Barbara Hahn and Mark Logel (co-chairs), Terri Ames, Keith Fox, Tiffany Griffith, Barbara Pieroni, Mike Tessier, Mark Davis, Mark Kopta, Greg Rike, and Barbara Byrley (Recorder).

Not Present: Christine McKeag, Keith Gehlhausen, Hanns Pieper and Trustee John C. Schroeder

STEERING COMMITTEE UPDATE

- Reminder the intent is to look forward five years and imagine what we want the University to look like at that point in time and develop strategies with that in mind.

PROFESSIONAL DEVELOPMENT SUB-GROUP

- Wants a clearer explanation on levels of staff with regard to re-evaluations; not equitable across campus. What is required to get to the next level?
- For development hours, is this an extra hour that needs to be added per week? It is an unopposed hour; perhaps should say “release time.”

FACULTY/STAFF DISCUSSIONS

- We might want to work with the Academic Program Working Group; our faculty workload recommendations need to be a consideration within the Academic Program Working Group.
- Evaluation process for faculty and staff needs to be improved.
- Need to balance more students, reduced faculty workload, and appropriate staff levels.
- Should we meet with the Institutional Identity Group too? A staff person is usually the first point of contact.
- There are nine working groups; anticipate four to six overall initiatives/goals/objectives and then list the “how-to” and list as much as possible; state why it is important.

BRIEF WORKING GROUP REPORTS TO STEERING COMMITTEE

- Enrollment
  - Increase enrollment by 50 students per year for the next five years.
  - Adult education programs.
- Financial Resources
  - Identifying new funding resources and enhancing current funding resources.
  - Expense management and resource allocation.
  - Facilities for student and academic life needs.
- Fundraising, grants, and third-party investors.
- Promote risk-taking, such as applying for grants.

- Institutional Identity
  - Still gathering feedback.
  - Has identified 21 messages the University is sending out in publications.

- International
  - Enhancing global aspects of the curriculum.
  - Enhancing the presence of UE in a larger world.
  - Structuring organizational departments and resources in a way that would enhance international aspirations.
  - Enhancing the presence of international students on campus, including a review the role of the Intensive English Center and targeting specific international markets.

- Social Responsibility
  - Has discussed sustainability and energy efficiency.
  - Service sub-group discussed building a campus interface with local service organizations. (Could this connect with our Development Hour?)

- Student Development
  - Lack of collegiate feel on campus.
  - Domestic students expressed feeling alienated from international students because the international students had special housing and programs.

- Connections
  - Need more support of University’s web and social media presence.
  - Train administrative assistants to keep web sites updated. (Could this connect with Staff Development Training within our group?)

The meeting ended with a reminder to coalesce objectives and initiatives into a brief format similar to those presented today. Time and location of next meeting TBA