The meeting was called to order by President Tom Kazee at 9:00 AM.

In attendance: Tom Kazee (chair), Jack Barner, Tom Bear, Amy Brandebury, Sylvia DeVault, Jennie Ebeling, Tammy Gieselman, Barbara Hahn, Steve Harkness, Bill Hemminger, Earl Kirk, Larry Kremer, Mark Logel, Ray Lutgring, Dennis Malfatti, Wes Milner, La Toya Smith, John Stanley, Tamara Wandel, Mark Valenzuela, Jeff Wolf

Requirements and Timeline for Final Working Group Recommendations

President Kazee discussed the form emailed to committee members that describes the information that should be reported to the Steering Committee in January. The form itself is not a required format unless a working group prefers to use it for its final recommendations. While the form does ask for information regarding specific tactics to achieve goals, the working groups do not need to go into great detail regarding processes for implementation.

In order to provide members of the Steering Committee time to review the final recommendations before the January 12 and 14 meetings, co-chairs should send to Amy Brandebury their working groups’ final recommendations by Friday, January 7. Amy will organize and send to the Steering Committee all final recommendations by Monday, January 10.

In-depth Working Group Reports

Financial Resources: The co-chairs presented the group’s work on defining three major goals related to enhancing operating and capital revenues as well as expense management. Those draft goals involve: 1) identifying new and enhance current funding sources, 2) expanse management and resource allocation, and 3) pursuing fundraising, grant opportunities and third party investors to provide facilities to meet academic and student life needs. The goals were presented with a list of actions to achieve those goals, which will be refined and condensed before the final recommendations are made to the Steering Committee in January.

Institutional Identity: The committee was provided with draft statements regarding identity, vision, mission, and values. Additionally, the working group has identified specific goals regarding institutional rituals and enhanced electronic support (e.g., web and social networking).

Social Responsibility: Draft goals and actions were presented for each of the three areas addressed within the working group. Goals for the sustainability subgroup currently include: 1) assessing the
university’s environmental impact and the university’s current engagement in conscientious environmental practice and education, 2) expanding curricular opportunities, 3) expanding co-curricular opportunities, 4) creating a campus-wide culture of conservation, 5) continuing to improve the campus’s energy efficiency, 6) investing in large-scale renewable energy projects, and 7) enhancing sustainability service projects and creating local carbon-offset programs.

The service subgroup has focused its efforts around the need to create an atmosphere in which students learn to be responsible stewards of their communities, productive service occurs, and service-learning can take place. Goals for achieving this outcome include: 1) focusing on community service, 2) partnering with community organizations, and 3) supporting faculty-led community-based learning.

The diversity subgroup has organized its work around five goals. Those five goals are to: 1) conduct assessments about diversity at UE, 2) create a climate of respect, understanding, and appreciation of difference, 3) achieve representational diversity, 4) increase curricular and co-curricular attention to diversity, and 5) ensure leadership and commitment for inclusive excellence.

**NEXT MEETING**

The Steering Committee’s next meeting is Tuesday, December 14, from 9:00 AM to 12:00 PM (note revised, extended meeting time) in the Vectren Executive Board Room of the Schroeder Family School of Business Administration. At this meeting, the remaining six working groups will be asked to present their extended reports.

The meeting adjourned at 11:00 AM.
Final Working Group Recommendations

This form is optional for reporting purposes and is meant only as a guide for constructing your working group’s recommendations to the Steering Committee.

Provide the following information for each goal.

Strategic Goal:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Rationale:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Suggested actions/tactics:
1. __________________________________________________________________________
2. __________________________________________________________________________
3. __________________________________________________________________________
4. __________________________________________________________________________
5. __________________________________________________________________________

For each action or tactic, indicate projected timeline, person/group responsible for implementation, estimate of required resources
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________