

Strategic Plan Financial Structure Group

Minutes for 5/29/14 (9:30am) Miller Oval

Committee Members

Present: Sean Goodlett, Cathy Daggett, Tim Hilliard, Michael Nosek, Audrey Pereira (Absent: Shylah Maloney - student rep)

Guests: Jeff McMaster, Paul Weizer (Executive Planning Council), Jane Fiske (EPC), Heidi Swift

I. Call to Order by Sean Goodlett (approximately 9:35am)

II. Introductions

- Meeting started with introductions of group members and guests. Two guests will be given access to the Blackboard site (Sean will see to this).

III. General Discussions

- Sean began by going over the Blackboard site - what is there and what is still being consolidated and updated.
 - We have access to the Mass vision project and should check out the site so we can be consistent with the Mass vision project in our work.
 - We have access to financial documents (some of these documents need to be updated the documents (e.g. financial aid documents)
 - Deferred maintenance - there are projects yet to be done (part of committee's charge)
- Discussion moved to what we would like to see on the Site
 - Tim - suggested we start a thread on discussion board for discussions between meetings
 - Jane - supported this and explained that other committees are using discussion board, setting up different threads for the various points laid out in charge
- Discussion on the Committee's charge
 - A time line was briefly reviewed by reading from earlier Powerpoints.
 - Develop final charge of the committee and answers to questions.
 - White paper must be in alignment with Univ. mission, vision, core values, and the MA Vision project.
 - Set up one-month time frame to develop the final list of questions (starting with the 11 listed by consultants).

- Jane – explained that the consultants met on campus several times and developed questions from these and what other institutions have done
 - Paul – explained that the consultants in some cases added items that may not have been discussed during the on campus meetings, but should be based on their experiences with developing plans.
 - Mike – we need to prioritize the 11 along with editing them.
 - It was pointed out that some of the questions are not opinion questions but are asking for numbers or data; we can consolidate some of the items.
 - We will use a one-month time frame to add items that people feel are missing (if needed) and come up with final list by end of month.
 - Chairs site can be used to post ideas that committee is considering
 - Within two weeks it was discussed that we should identify missing things (if needed), things that want to be compressed
 - It was felt that the committee should reflect on these items and make decisions at next meeting. material)
 - Next meeting: June 5, Thursday, 9:30am, Miller Oval (tentative)
 - Some discussion occurred as to what information on financial aid, etc. can be gathered by Heidi and Cathy.
 - There was a discussion that we will have access to dashboards (phase I data). This information should not be disseminated beyond committee. Paul will send them to Sean, who will post them for us (this information will be just for the Day school, not evening, extended campus, GCE). They are by department.
- In future meeting minutes will be taken by different volunteers (Tim, Audrey, Michael) as needed and finished minutes will be sent to Carla and Sean.

IV. Voted to adjourn – passed unanimously

Submitted by Michael Nosek