In Attendance:

Shelly Armstrong  
Amber Balmer  
Dan Burcham  
Rick Christner  
David Eisler  
Kim Hancock  
Nancy Hogan  
Michael Hughes  
Michelle Johnston  
Ken Kuk  
Sheila MacEachron  
Dave Pilgrim  
Matt Pinter  
Miles Postema  
Mike Ryan  
Nate Tymes  
John Urbanick  
Robert von der Osten

Handouts:  2008-2009 SPARC Membership, April 16 and August 4 drafts of goals and initiatives, August 12 draft of Strategic Plan by Year, and draft annual planning document.

Informational Items:
Chair Robert von der Osten reported on Summer University sessions dedicated to the planning process, the progress over the summer toward drafting annualized planning documents, the discussion of the President’s Council and Board of Trustees regarding the Strategic Plan, and provided fall dates for SPARC meetings. He reminded members of the need for each to commit to attending the meetings. The mission, vision and core values statements are visible in many forms and in many areas across the University.

There was discussion concerning the actual charge of SPARC for the coming year(s) and a request to list that charge on the web site. Although there is not an official charge for now, SPARC is empowered by the President to ensure progress of the Strategic Plan by monitoring progress and providing input on the initiatives; maintain, alter as needed, and promote the Strategic Plan; and in an advisory roll, may become the forum for issues by taking those to the University community. A document listing the official charge is anticipated to be prepared by the end of the year and taken to the Board of Trustees for endorsement.

Action Items:

Goals/Initiatives – SPARC members reviewed and discussed the changes to the initiatives since the April meeting. The attached document is the currently approved Strategic Plan. Based on discussions over the summer, another initiative should be considered regarding our online growth.

New initiative to be taken to stakeholder meetings for input –
Goal 1, Initiative 6: “Develop a Plan for meeting our growing online and multi-site presence.”

Strategic Plan Timeline –
Chair von der Osten provided a listing of the initiatives by starting year and explained that SPARC will receive presentations from those with leadership responsibility on each initiative at meetings throughout the year. Presentations at the October meeting will be on plans toward
emergency preparedness and a potential geothermal system. A report will be presented annually to the University on the movement of the Strategic Plan and posted on the website.

**Annualized Planning** –
Chair von der Osten shared a draft document on annualized planning. He asked the members to review and provide comments. Sample templates will be provided to users. The intent is to provide a feedback loop at each point, have a timetable that allows for everyone to know what has been approved before the end of the academic year, and to have all goals aligned to the University mission, vision and Strategic Plan.

**Fall 2008 Meeting Dates** –
- October 1, 3-5pm, Founders’ Room
- November 5, 3-5pm, Founders’ Room
- December 3, 3-5pm, Founders’ Room

**Closing Announcement:** There will be a Presidential Address at 11am on September 4, Founders’ Day, following by a picnic on the Quad and a 1pm Q&A with President Eisler and Chair von der Osten regarding the Strategic Plan.

Adjourned 5:00pm.

Submitted by Elaine R. Kamptner