

Middle Tennessee State University Strategic Plan

Leadership Committee

August 11, 2023

9:00 AM

Honors 202

Meeting Minutes

Committee Members Present: Mary Hoffschwelle, Jeff Gibson, Layne Bryant, Lisa Green, Jennifer Vannatta-Hall, Danielle Rochelle, Robyn Ridgley, Joe Whitefield

Committee Members Absent: Sam Zaza, Racha El Kadiri, Trey Martindale

Introductions

Committee members introduced themselves and shared information about their backgrounds at MTSU.

Strategic Plan Overview

Chair Gibson shared an infographic depicting the strategic plan process and explained the timeline for the committee's work through 2025. He explained MTSU's three current plans, their differences, and the rationale for transitioning to one integrated plan.

The Chair will present an overview of the Strategic Plan 2035 development process to the MTSU Board of Trustees Executive and Governance Committee on Tuesday, August 15. The presentation will inform the Trustees of their roles and responsibilities regarding the plan development and approval.

Questions

The committee discussed the following questions:

When will pillar committee members be appointed?

Because it will be a called committee, members can serve for a two-year term. Therefore, the target is early September, given the work needs to begin after the start of the academic year. Dr. Hoffschwelle met with all Vice Presidents and Deans to solicit their recommendations from their Colleges and Divisions for employees who would be good contributors to the strategic plan development process. Committee members will include faculty, administrators, students, alums, and community members.

When will pillar chairs and co-chairs be able to review proposed committee members?

Chair Gibson will email chairs and co-chairs a confidential list of proposed committee members.

Will there be any administrative support for the leadership team and pillar committees?

The Provost's office will employ a graduate student, who will be available for an average of 10 hours per week for strategic planning work. Additional support may be available as needed.

What are the expectations for engagement and deliverables?

Committees will be expected to hold meetings, prepare agendas and minutes, and prepare reports. Additional expectations for open forums, town halls, listening sessions, surveys, or other activities will be determined as the work progresses.

Action Items

Dr. Hoffschwelle asked chairs and co-chairs to consider funding needs, such as materials, supplies, food, faculty release time, or retreats. She will develop a budget request for Provost approval.

Chair Gibson asked members to respond to an email poll to determine the date and time for the next leadership team meeting. Members should also be ready to share ideas for how often the leadership team will meet.

Teams Site Review

Co-Chair Bryant shared a tour of the Strategic Plan 2035 Microsoft Teams site that the leadership team and committees will use to organize work and communicate with each other.

Closing Remarks

Chair Gibson explained that most of the work for pillar chairs and co-chairs this fall will be ideating with committee members rather than "roll up your sleeves" work. He encouraged members to share the work, such as one member taking meeting notes and another making meaning from the notes.

Adjournment

The meeting was adjourned at 10:00 AM.