

Middle Tennessee State University Strategic Plan

Leadership Committee

January 29, 2024

9:30 a.m.

Cope Administration Building Room 207

Meeting Minutes

Roll Call

Committee Members Present: Jeff Gibson, Mary Hoffschwelle, Layne Bryant, Robyn Ridgley, Danielle Rochelle, Lisa Green, Trey Martindale, Racha El Kadiri, Jennifer Vannatta-Hall, Sam Zaza, Joe Whitefield, Haylie Lloyd

General Updates

Mission Review Update

Dr. Hoffschwelle reported that the review is coming to the final stage, and there will be one final request for comment on the third version of the revised statements. Once all feedback is received, we will post a summary of the responses with context about the current versions and the review process. Though the most recent draft of the statement is condensed, the committee has still incorporated feedback into the Purpose Statement, which follows the Mission and Vision statements. The Executive and Governance Committee of the Board of Trustees will review the revised statements at their next meeting on Tuesday, February 27, 2024, followed by the full Board of Trustees in March. The new statements will guide the development of the next strategic plan.

Update on SACSCOC Reaffirmation

Dr. Hoffschwelle shared that MTSU has been approved for differentiated review, which means the institution must respond to 40 standards and a QEP rather than more than 70 standards required in a full review. Standard 2.1 Mission and 7.1 Institutional Planning are the standards related to the work of the Strategic Plan Committee.

Update on Strategic Plan Timeline

Dr. Hoffschwelle reported that the QEP Leadership Team has been selected: Chandra Story (College of Behavioral and Health Sciences), Grant Gardner (College of Basic and Applied Sciences), Jenna Gray-Hildenbrand (College of Liberal Arts), and Nita Brooks (College of Business). Each QEP Leadership Team member will follow along with one of the Strategic Plan pillars. In addition, at least one member of each Strategic Plan pillar also serves on the QEP Topic Selection Committee.

The QEP Topic Selection Committee members have been identified. They will closely follow the Strategic Plan process to ensure it meets the needs of students and emerges from institutional planning processes. At the start, the QEP team will be listening, but pillar chairs are encouraged to invite the QEP leaders to pillar meetings as ex-officio members to ensure they are included and able to hear. Dr. Hoffschwelle has added the Strategic Plan data and information resources

folder to the QEP Teams space so their members can access the same data as the Strategic Plan Committee.

Pillar Updates

Academic Quality Pillar:

While the pillar committee members have not met since their previous meeting, Dr. Vannatta-Hall shared that she is serving on the team and is currently working to re-envision the LTITC.

Student Success Pillar:

The pillar members collaborated on documents to determine what student success means and how we talk about it at MTSU. The group decided more information from employers is needed regarding their satisfaction with MTSU graduates. Efforts will be made to include all student groups, including lifelong, nontraditional, international learners.

Engagement Pillar:

Dr. Zaza shared that their pillar had a day-long retreat on January 26, 2024, to hear from committee members. The session was informative, as members shared the kinds of data they can access. The committee plans to create a database or record of the constituents and programs currently served in order to map offerings at MTSU. Members shared their perception that communication could be improved, and this tool would help address that concern. The database would also help identify gaps for constituencies who may be underserved.

Innovation Pillar:

While the committee has not met since the last meeting, they hope to focus on creating an environment ripe for innovation rather than designing specific innovations.

Updated Plan for Listening Sessions

Chair Gibson shared the updated version of the listening session plan for the spring. In the town hall breakout sessions, participants will discuss SWOT in groups of 10 for approximately 15 minutes, then come back together to report back to the whole group and add any additional thoughts. At the end of the session, the committee would have a good idea about how those 40 participants feel about the SWOT categories. Participants will use the Microsoft Whiteboard Tool to record their contributions, which will be analyzed by the committee later.

The initial sessions in February will be comprehensive in scope rather than pillar-specific to create a picture of the environment in which we operate as an institution and identify issues that need to be addressed. Then, there can be more specific sessions dedicated to particular pillar topics. Pillar chairs, co-chairs, and pillar members will volunteer to facilitate or take notes for one or more breakout sessions. Participants will receive instructions in advance and be able to rank preferences about which SWOT they would like to do in the session. After all participants reconvene the general session, the moderator will provide a summary report of the breakout discussion to the large group. Participants will receive a link to the SWOT survey after the session.

Given that these sessions are designed to receive feedback, the role of the Strategic Plan Leadership Committee members is to listen but not give their own opinions. Pillar committee members may attend the session to hear the conversation but would not participate. It will be necessary for the notetaker to identify how many people mentioned the same idea or to create

sticky notes for any participants who are unable to use the Whiteboard tool during the session. Committee members discussed whether recording the listening sessions would stifle participation. The group decided to record only the general session but not the breakout sessions.

Several pillar chairs and co-chairs raised concerns that the 15-minute limit for breakout sessions might be challenging. Ms. Lloyd shared that the goal is to cast a wide net at the beginning of the process to gather as much information as possible. Participants can then provide more detailed feedback in the survey after the session. Members agreed that participants would receive a list of the questions before the session to help them arrive prepared. Breakout moderators will then prioritize staying on task and ensuring everyone gets to contribute to the conversation.

Committee members also discussed the possibility of extending the listening sessions to 90 minutes to conduct two breakouts instead of one. Dr. Green cautioned against trying to fit too many things into one meeting, and the chairs and co-chairs agreed that we needed to be conscious of the participants' time commitment.

Survey Discussion

In addition to the SWOT survey, other surveys will be distributed to students in the Spring 2024 semester. Ms. Rochelle shared that the Student Government Association will survey all students, and MTSU will also deploy the National Survey of Student Engagement (NSSE). The results of these surveys can be used to inform the committee's work.

Adjournment

The meeting was adjourned at 11:00 a.m.