

FUTURES PLANNING MINUTES

October 14, 2010

Welcome

Craig Edmonston welcomed the Planning Team to the second scheduled meeting. He expressed his gratitude for their participation and his excitement about the process that groups and college is undertaking. Under the leadership of Dean Smith, we are embarking on what could be the most transformational change in the history of the College of Education and Health Professions (COEHP).

Rationale for the Futures Planning Project

Sean Mulvenon distributed and presented the draft of the Rationale Team's statement of purpose for the Futures Planning process. After a brief history of the COEHP and a review of the strategic planning process undertaken in the early 2000's, Sean explained that the Futures Planning process should provide the COEHP with direction and guide decision making in a number of areas. Although not limited to those listed, the areas are:

- Investing in faculty lines to programs with the greatest potential to enhance the College's academic reputation and meet state, regional, and national needs;
- Prioritizing programs that meet student and community needs, including research and development into new areas that inform practice;
- Developing criteria for future faculty hiring and evaluation, including criteria that recognizes the duality of a land-grant institution, research, and service;
- Investing scarce resources to improve the national competitiveness of academic programs; and
- Providing key institutional values that undergird the necessary short- and long-term decisions that must be made by the college.

Sean led a discussion on the need to improve the reputation of the COEHP. The Rationale Team suggested five actions to increase the academic reputation of the COEHP: Those are:

- A top 50 national ranking for undergraduate and graduate colleges of education.
- A top five ranking for undergraduates and graduate colleges of education in the SEC.
- An average ACT composite score of 25.6 (U of A average) for undergraduates; a minimum combined score for verbal and Quantitative of the GRE of 1,100.
- Introduction of a qualifying exam in methodology for all doctoral students prior to starting the dissertation.

- Increased selectivity of graduate students, using a combined GRE score and undergraduate GPA.

The Rationale Team also recommended actions to increase scholarly production. Those recommendations are:

- \$30 million in submitted proposals and \$15 million in funded proposals.
- Three published manuscripts for all tenure track faculty. (a book chapter counts as 2; a book as 6)
- Three manuscripts presented at national conferences for all tenure track faculty.
- One presentation at a national conference for all graduate students on stipend.

In addition to the criteria for decision-making and actions for improving our academic reputation and scholarly productivity that will arise from the Futures Planning program of work, the process should build consensus among the College's faculty, staff, and stakeholders about the future of the COEHP. This consensus should help those with an interest in the COEHP understand the how and why decisions are to be made, and to help build respect for the new directions and emphases on activities that the COEHP may undertake. The process should also provide these stakeholders an opportunity to have their voices heard, and should help develop greater transparency in the COEHP's actions.

Planning Process Orientation

Mary Jo Greil discussed the desired qualities and attributes of team success. She also reviewed the necessary values that team members must possess and display during the Futures Planning process. The Planning Team asked that the following improvements be made in the coming weeks:

- Increased use of email as a communication method.
- Post minutes and documentation on the COEHP website. Investigate the possibility of a Futures Planning website. Minutes will also be distributed to each Planning Team member.
- Two to three weeks advance notice of meetings.
- Make Futures Planning a standing agenda item on departmental meeting agendas.
- Department Heads should serve as an information conduit between faculty/staff and the Planning Team.
- So that information can be channeled to the Planning Team members when they are absent, a "Buddy System" was developed so that a person in attendance will inform someone absent of the business of the meeting. Each member selected their own buddy.

- That the COEHP Leadership Team continually support and promote the Futures Planning Process.
- Distribute the Rationale Statement to the COEHP Faculty and staff.
- Include the COEHP Informational Services Staff on the Planning Team. Expand the communication methods for the Futures Planning Process to include blogs, banners, a newsletter, and other media.
- Include more service representatives (ALA, CURRENTS, etc.) from the COEHP on the Futures Planning Team.

Energy/Focus Exercise

The Planning Team organized into departmental groups. Each group discussed and listed their critical needs and the desired outcomes for the Futures Planning project. The groups also indicated individuals or organizations that can assist with the resolution of the critical issues. The group indicated that "Appreciative Inquiry" could lead to the following actions and outcomes:

- AI can release and expand the capacity of the COEHP and each stakeholder.
- AI can foster resilience among the stakeholders.
- AI can seek out the strengths of the COEHP.
- AI can inspire and re-inspire the COEHP stakeholders.
- AI can build upon strengths of the COEHP.
- AI can align internal and external stakeholders.
- AI fosters cooperation and collaboration.
- AI fosters transparency and transformation.
- AI fosters the acceleration of organizational improvement.
- AI internalizes the rigor of change by raising the bar and setting new standards of excellence.
- AI actualizes relevance. The Planning Team and action groups will realize the need for a better product and will work on issues that really matter.
- The current delivery method of the COEHP's message is no longer working and must be changed. In the past, many stakeholders did not believe that their voices are being heard.

While organized into departmental groups, the Planning Team gave their impression of the Futures Planning Process up to this point. Those impressions were:

- The Planning Team is getting a grasp of Appreciative Inquiry.
- The Planning Team is ready to accomplish some goals and tasks.

- The Planning team wants to utilize email more and have advance notification of meetings.
- The Planning Team is working well and the Sub-teams are on different timelines.
- The Logistics Sub-team is on Target.
- The Planning Team should be respectful of everyone's time.
- There is a high comfort level for participating honestly.
- The COEHP leadership team must be onboard and show it.

Sub-Team Reports

Logistics: Jeremy Battjes reported that the Logistics Sub-team met regularly and has selected dates and locations for the November and December meetings. Those dates are:

- November Meeting: November 9 from 1:00 p.m. to 5:00 p.m. and November 10 from 8:00 a.m. to 11:30 a.m. Both sessions will be held at the Global Campus on the Fayetteville Square.
- December Meeting: December 8 from 8:00 a.m. to 1:30 p.m.
- Futures Planning Summit: The dates have been narrowed to January 26 and 27 or February 3 and 4. The final decision will be based upon availability of sites and cost. A final decision should be made by November 3.

Evaluation: Clarethia Hughes reported that the Evaluation Sub-team has begun work on an evaluation system for the summit. The Sub-team will be asking for targets for the evaluations over the next two months.

Research/History: Natalie Disney reported that the Research/History Sub-team has met on three occasions. After meeting with Chris Lucas and Danielle Sexton, the Sub-team has decided to utilize a photo display to depict the history of the college. The photos will either be displayed on a felt poster board system or an electronic media display. The Sub-team will be working with Heidi Stambuck and the Library's Special Collections Department to obtain photos to use in the display.

Documentation: The Documentation Sub-team will meet in November.

Communication: The Communication Sub-team will begin work in late October.

Interview: Fran Hagstrom reported that the Interview Sub-team has begun work. Pre-interviews are scheduled to begin on Tuesday, October 19. The actual interviews with stakeholders are scheduled to begin on November 2. The Sub-team will work with Mary Jo to develop the interview format and questions. A select number of interviews will be conducted as a pre-test.

Mike Daugherty volunteered to share exit data from CIED graduates. The analysis will be conducted by a group headed by Chris Lucas. Dr. Hagstrom will be notifying and training representatives from each department in the next few days. The interview process will also be a good opportunity for student groups to participate in the Futures Planning process. COEHP Student Ambassadors and other student groups will be contacted as needed. The results of the interviews will help produce a theme for the summit.

Stakeholder/Interview Discussion

Referring back to the departmental critical needs discussion, the Planning Team listed individuals that should be invited to the summit and should be part of the pre-summit interview process. The interview process will serve as a recruitment process for the summit and will generate data for the development of the summit theme. The initial interview commitment list is as follows:

<u>Name of Responsible Person</u>	<u>Person/Agency</u>
Craig Edmonston	Head of the Chamber of Commerce - Fayetteville Mayor of Fayetteville
Jamie Banks Erin Hogue	Distinguished Alumni, donors and people of interest
Nan Smith-Blair	Dean of Honors College
Kathleen Barta	Long Term Care Administrators Head of the Department of Health Wellness Center (Graduates of Nursing Program) Recent Nursing School Grads Fayetteville Health Clinics & Homeless Shelters
Sean Mulvenon	Former Dean of Graduate School Chancellor's Study of the Economic Impact of UARK Graduates Past Deputy of the Department of Education
Michele Halsell	Arkansas Economic Development Commissioner
Claretha Hughes Angela W	Career Development at the University
Jeremy Battjes Jennifer Hazelrigs	Employers of Arkansas graduates in other states

Fran Hagstrom

International Education

Department Heads

Faculty, staff and students in your unit

The interview goal is 100 interviews. The pre-summit interviews will be conducted during the week of November 1. The results of the interviews will be discussed at the November 8 and 9 meeting.

Next Meeting

Tuesday, November 8 from 1:00 p.m. to 5:00 p.m. at Global Campus and on
Wednesday, November 9 from 8:00 a.m. to 11:30 a.m. at Global Campus