

Strategic Planning Committee

Meeting date: 11-5-19

Present: Ian Williamson, Eric Romero, Rebecca Moore, Patrick Wilson, Buddy Rivera, Tamlyn Crain, Lee Allard

Strategic planning survey status:

- Survey is almost ready to deploy
- Committee members should take survey as well
- Shawn Flood in OIER office will update survey as needed

Survey questions:

- Add question asking for respondent's primary role
 - Administrator
 - Staff
 - Student, subdivided by level (UG or grad) and status (PT/FT)
 - Community member
 - Faculty
- Add question asking for campus / center affiliation
- Add questions for basic demographic categories including gender and ethnicity
- Reword instructions for survey for greater clarity, change wording to Q8, change wording to final open-ended question

Survey deployment:

- Pilot test survey among ourselves; propose make changes by Friday 11/8/19
- Need to address challenge of reaching out to community members
- Include link on website or Facebook page
- Use NMHU emails for faculty/staff/students
- Use Twitter, Instagram, other social media accounts to promote survey
- Incentives will not be included since the survey is anonymous
- Meet with various senates
- Need to consider ways to promote the survey at the centers; Patrick and Buddy may have ideas
- Rollout date: Monday 11/11/19; leave open 3-4 weeks

Overall timeline:

- Survey will remain open through December 9
- Dialogue with stakeholders will take place through January 15
- Goals will be finalized by January 31

How should we present the SP process to the Regents at the BOR meeting on 11/8/19?

- Focus on the process of preparing the plan, not on the content
- Emphasize the representativeness of committee

Minutes respectfully submitted by Lee Allard