

Humboldt State University

Task Force on Ensuring Resources to Fulfill the University's Mission

Friday, November 21, 2014, 8:30-10:00 am, Harry Griffith Hall, Room 113.

### Members present

Present: Co-chairs Harry Singh and Rick Zechman. Committee members: Carlos Diaz, Steve Hackett, Alex Hwu, Evan Johnson (student), Volga Koval, Jasmine Servin (student), Amy Sprowles, Julie Tucker (admin support), Sarah West (student), and Craig Wruck.

Absent: None

Rick Zechman called the meeting to order at 8:30 am. Task force members welcomed our newest task force participant, HSU student Jasmine Servin, and thanked her for attending.

November 14 meeting minutes were unanimously approved with no corrections required.

### Draft letter to community groups

Rick and Hari shared a draft letter addressed to community members. Discussion followed. Committee members were asked to send feedback regarding proposed questions directly to Rick and Hari.

### Request to Institutional Research (IR)

A list of questions requesting information from IR was provided for review and comment. The question set will be discussed to a greater extent at the Dec 5 meeting.

### Steve Hackett and Amy Sprowles: Questions for Faculty Research Survey

Amy and Steve shared the list of nine faculty questions they developed for a faculty survey. The group discussed the questions provided as well as the importance and value of each. Committee members appreciated the combination of quantitative and qualitative questions, adding that numerical results can be analyzed to a greater extent than open-ended questions. Amy agreed to make suggested improvements and will submit questions to IR for approval; Rick will also forward the question set to President Rossbacher for review and approval.

### Questions for URPC, SPF and International Programs

Questions for additional campus entities, such as, Extended Education (EE), Sponsored Programs Foundation (SPF), and University Advancement (UA), will be scheduled with task force and community groups in January.

To aid in today's discussion and for committee members unable to attend the two open community forums on November 19, Hari provided all with a brief update: President Rossbacher briefed everyone on the strategic planning process, the three task forces, and provided general questions and information surrounding the new process. Some attending the open campus forum expressed frustration about the University decision making process and transparency. Some students expressed feelings of being marginalized, overlooked and the University's need for inclusivity.

After much discussion, the task force collectively developed a series of questions for the Dec 9 meeting of the University Resources & Planning Committee (URPC).

1. How does the URPC link broad expenditures to strategic goals (university priorities) in the system?
  - a. Existing practices
  - b. Best practice suggestion
2. What is the process for prioritizing, implementing, and evaluating expenditures for new initiatives?
  - a. Existing practices
  - b. Best practice suggestion
3. Once an initiative is positively evaluated, what process is followed to incorporate the initiative into the base budget?
  - a. Existing practices
  - b. Best practice suggestion
4. What data is gathered and analyzed to assess and prioritize items that already exist in the base budget?
  - a. Existing practices
  - b. Best practice suggestion

Finalize additional questions as a subset for a broad audience survey.

Tabled until Dec 5 meeting.

### Feedback from students Evan Johnson and Sarah West

Evan and Sarah reported they contacted Associated Students to talk about student concerns and types of feedback they are searching for. Concern was raised that students are of the opinion that Associated Students does not represent the student body in its entirety, there are inherent trust issues and that more students must get involved to facilitate change and be heard.

All agreed that student questions, once formed, should cover a broad range of issues in order to get meaningful feedback. Suggested questions include: 1. As an HSU student, what is your view of the Strategic Planning process? 2. What do you want to get out of it? 3) What services do you find valuable? 4) What services do you not find valuable? 5) Perhaps a budget related question?

All encouraged student task force members to meet with club presidents and other actively involved students to gather information. All agreed it would be best for students to answer all task force questions at one location (online) to limit confusion. Evan, Jasmine and Sarah will work to develop a set of student questions to present at the next task force meeting.

### Next steps and additional agenda items

The task force will finalize audience specific sets of questions at the Dec 5 meeting. Craig will work to develop three questions that will allow alumni to get involved in Strategic Planning process.