

YSU 2020 STRATEGIC PLAN STEERING COMMITTEE MEETING

ACCOUNTABILITY AND SUSTAINABILITY CORNERSTONE

10:00 A.M., May 22, 2014

Present: Martin Abraham, Brian Brennan, Shearle Furnish, Joseph Mosca, Ken Schindler, Ray Shaffer, Bruce Sherman, and Ron Strollo

Absent: Neal McNally

Welcome

Martin welcomed everyone and explained that with the recent changes in administrative positions, the leadership for this committee was passed to Neal. Martin agreed to co-chair the committee with Neal who was unable to attend due to another commitment.

The cornerstone chairs met a few weeks ago to assess what is needed to move the Strategic Plan forward. The chairs agreed to hold steering committee meetings to bring everyone up to speed, provide an opportunity to determine where we are, and identify what is needed to achieve the cornerstone's goals.

Copies of the Strategic Plan Matrix for the Accountability and Sustainability Cornerstone and the Executive Summary that was prepared for the June Board of Trustees meeting were disseminated to those in attendance. It was noted that the Executive Summaries have been provided for the past year as a main agenda item to the Board.

REVIEW OF ACCOUNTABILITY AND SUSTAINABILITY INITIATIVES

- 1. Utilize new budget model to ensure strategic alignment of budgets and expenditures. Leader: Neal McNally – Per the Executive Summary, this initiative is on hold.*
- 2. Create a central database to support all initiatives. Leader: Gene Grilli – Ken spoke about this initiative and indicated that some snapshots of the database are starting to be captured. Some tools are in place to merge data on things like students, GPAs, and administration/finance. Better analysis tools are in place and progress is being made with data clean up issues. Collected information is being forwarded to the Budget Development Council. Ken agreed to assume leadership for this initiative, pending Neal's approval, and will share Rick Marsico's IT Master Plan Update that was prepared for the Board with the members of the Accountability and Sustainability Steering Committee.*
- 3. Systematically review, simplify, and automate business practices. Leader: Paul Kobulnicky – Discussion covered the business practices that have been implemented recently, i.e., Concur travel expense system, leave reporting, and purchasing procedures, as well as group oversight for business practices. Martin will recommend to Neal that he assume leadership for this initiative and organize a focus group to use as a sounding*

board as new business procedures are being considered to help guide decision making and implementation. A copy of the recommendations from the Bad Debt Committee will be forwarded to the Accountability and Sustainability Steering Committee members.

4. *Explore and implement shared services as needed. Leader: Paul Kobulnicky* – Discussion included the completion status of this initiative, and Ray pointed out that most of these are ongoing. Martin will discuss whether these are strategic objectives or normal business operations, as well as the appointment of a new leader with Neal.
5. *Establish a culture of customer service. Leader: Jack Fahey* – It was agreed that the outcome of the campus climate survey should be complete at this time. This initiative needs follow-up with Jack Fahey.
6. *Establish effective communication systems. Leader: Joe Mosca* – Joe reported that this initiative will be ongoing with the transition in leadership to a new president and provost. He is hopeful that the budget will be incorporated into future communications to make faculty and staff aware of the budget issues and strategies in place to negate false information. Everyone agreed that this idea needs to be discussed with the new president, as he is the chief communicator.
7. *Update and implement the Technology Master Plan on an ongoing basis. Leader: Ken Schindler* – Ken shared that his team is always looking at what's new in the technology field, and the University's goals drive new technology systems. Funding is being sought to upgrade many systems, and an analysis of lab usage needs to be implemented. Martin acknowledged that from the standpoint of the Accountability and Sustainability Cornerstone, it was valuable for us to know how technology costs affect the campus, as well as how they may be restricting or impacting the ability to do other things. Ken will share a draft report from the Information Technology Advisory Committee to provide further information. Martin asked Ken to provide an overview of the various pressures on the IT budget at the next Accountability and Sustainability Steering Committee meeting.
8. *Form an IT steering committee to align IT priorities with strategic priorities. Leader: Ken Schindler* – Ken indicated that there were originally two steering committees in place to address this initiative, the Information Technology Advisory Committee and a sub-committee of Faculty Senate. Through a faculty agreement, both groups were combined. Ken is looking at membership going forward and will include the current membership in the material that he shares with the Accountability and Sustainability Steering Committee.

Next Steps:

This summary will be shared with the committee members along with the documents that Ken will provide, and his overview of the IT budget will be an agenda item at the next meeting.

Respectfully submitted,

Christine Bidwell, Recorder