MEMORANDUM

TO: The Special Committee on Strategic Planning:

Frank B. Atkinson, Co-Chair
Linwood H. Rose, Co-Chair
The Honorable Alan A. Diamonstein
Victoria D. Harker
Bobbie G. Kilberg
Stephen P. Long, M.D.
Vincent J. Mastracco Jr.
Edward D. Miller, M.D.
Helen E. Dragas, Ex Officio

and

The Remaining Members of the Board and Senior Advisors:

A. Macdonald Caputo
Hunter E. Craig
Allison Cryor DiNardo
Marvin W. Gilliam Jr.
George Keith Martin

John L. Nau III
Timothy B. Robertson
Hillary A. Hurd
William H. Goodwin Jr.
Leonard W. Sandridge Jr.

FROM: Susan G. Harris

SUBJECT: Minutes of the Special Committee on Strategic Planning Meeting on November 8, 2012

The Special Committee on Strategic Planning of the Board of Visitors of the University of Virginia met, in Open Session, at 1:00 p.m., Thursday, November 8, 2012, in the Auditorium of the Harrison Institute/Small Special Collections Library; Frank B. Atkinson and Linwood H. Rose, Co-Chairs, presided.

Present were the Honorable Alan A. Diamonstein, Ms. Victoria D. Harker, Ms. Bobbie G. Kilberg, Stephen P. Long, M.D., Vincent J. Mastracco Jr., Edward D. Miller, M.D., and Ms. Helen E. Dragas, Rector.
Report by the Co-Chair

Mr. Rose reported that progress has been made since the September Board meeting. A consulting firm has been hired, the steering committee and several working groups have been established, and a timeline has been established as well. It may be necessary to extend the deadline. A Board retreat in August would allow more time for completion.

President Sullivan stressed that it will be important to do two things: 1. Seek buy-in from all of the stakeholders as the plan is developed; and 2. Ensure that implementation is part of a continuing process, not just a one-time effort.

President Sullivan said J. Milton Adams, Senior Vice Provost, will direct the strategic planning effort and be responsible for implementation of the plan. He will also be responsible for communicating with all of the academic and other units of the university as they develop their own strategic plans to ensure their alignment with the University's strategic plan. She then introduced Mr. Adams to talk about the newly formed Steering Committee.

Mr. Adams said the Steering Committee has already met and formed several working groups, which have chairs, charges, staff, and meetings scheduled through the spring. A Strategic Planning website has been created, with contact information for each working group and an area for comments. Art and Science Group has been hired as consultants. The goals in the Higher Education Act, also known as Top Jobs 21, have been sent to all working groups.

Mr. Adams outlined the timeline:

- Phase 1: Each work group to propose preliminary set of strategies and identify the top 3, by the February Board of Visitors meeting. Consultants complete first assessment. The committee may request a report.
Phase 2: Steering Committee, work groups, and consultants engage choices to refine lists, focus the strategies, and produce a preliminary plan with 3-5 University strategies for the May/June Board of Visitors meeting.

Once the Board has approved the final plan, implementation will require a defined time line, persons responsible, and metrics and resources necessary to achieve the strategies.

Mr. Adams also described how this plan will be different from previous strategic plans: The plan will address the question, what does it mean, as we approach our 200th anniversary, to be a public university? It will provide choices, and not a shopping list; there will be ongoing planning, not once every 5 years; it will integrate University planning with School planning; and it will generate the themes and transformational ideas for the next capital campaign.

Answering a question from the Rector, Mr. Adams said the consultants will produce a list of strengths, weaknesses, threats, opportunities, and an assessment of academic programs, and will meet with the Board committee to be sure they are on course with the Board’s wishes.

President Sullivan added that the intention is to have many people involved in the process to collect all of the good ideas that are out there and bring them all together. Each working group will hold an open meeting to get feedback and ideas.

Provost Simon said that it is important to distinguish between goals and strategies. There will be an office for planning because the plan will be written for five to seven years in the future, yet we are about to hire many new faculty members. Implementation should be able to incorporate any new ideas they might bring forward.

Upon motion, the meeting was adjourned at 1:15 p.m.

SGH:lah
These minutes have been posted to the University of Virginia’s Board of Visitors website.
http://www.virginia.edu/bov/specialcommminutes.html