

Minutes
University Planning Committee
October 14, 2022
1:00 PM
Provost's Conference Room (Cope 112)

Attended: Nate Callender, Keith Gamble, Kimberly Evert, Kristi Shamburger, Greg Pitts, Ashley Shealy, Kari Neely, Mary Hoffschwelle, Ron Malone, Chad Mullis, David Foster, Maigan Wipfli, Ronda Vaughter, Monica Smith, Amy Aldridge Sanford, Chris Brewer, Lisa Bass, Jeri Ann Clark, Walter Tarver, Brian Hinote, Allison McGoffin

1. **Welcome and Introductions**
Mary Hoffschwelle welcomed everyone and asked attendees to introduce themselves.
2. [Committee Charge](#)
Dr. Hoffschwelle charged the Committee, noting the breadth of its responsibilities for advising the University about its plans for continuous improvement and monitoring implementation of those plans (Academic Master Plan, Strategic Plan, and Quest for Student Success 2025), as well as ongoing institutional effectiveness reporting such as THEC Quality Assurance Funding.
3. [Minutes of the Feb. 11, 2022](#) meeting were approved. [Motion made by Vaughter, seconded by Foster]
4. University plans and report updates (see [MTSU University Planning and Report Timelines](#))
 - [SACSCOC Accreditation](#)
The Fifth-Year Interim Report (FYIR) and Quality Enhancement Plan (QEP) were accepted by SACSCOC on 6/30/22 with no recommendations. The FYIR consisted of 22 standards while the Reaffirmation will be 70+ standards and a new QEP. Development of the new QEP will begin AY 2023-24. The year of record for the Reaffirmation is 2024-25.
 - [Quality Assurance Funding 2020-2025](#)
Chris Brewer, Assistant Vice Provost for Institutional Effectiveness, Planning and Research, and Lisa Bass, Director of Institutional Effectiveness, discussed the funding standards and will report MTSU's scores for 2021-2022 (second year of cycle) from THEC at the next meeting.
Standard 4, Institutional Satisfaction, is different every year based on the National Survey of Student Engagement (NSSE), Faculty Survey of Student Engagement (FSSE), or Alumni Survey. Depending on points earned from all seven QAF standards, MTSU could receive \$1M to the University's operating budget.
 - [Strategic Plan 2015-2025](#)
Jeri Ann Clark, Director of Data Management & Institutional Research, discussed the Strategic Plan's key priorities noting Baseline, Target, and Actual figures. It is available on IEPR's website, and the *Undergraduates entering graduate school* data will be added as soon as they are available.

Originally a TBR reporting tool, MTSU re-worked the Strategic Plan after the change in governance. The plan functions as a report to SACSCOC for their standard 8.1, Student Achievement. The Strategic Plan will be entirely new for the next SACSCOC Reaffirmation.

- [Academic Master Plan 2015-2025](#)
Dr. Hoffschwelle gave a tour of the Academic Master Plan website noting the plan, Strategic Directions with objectives and action items, a Midpoint Highlights publication, a full implementation chart, and annual Implementation Overviews.
- [Quest 2025](#) / Student Success
Walter Tarver, Associate Vice Provost for Student Success since October 1, discussed his plans for the Office of Student Success: hiring for vacancies and new positions created by an Upward Bound pre-collegiate grant; administering the five-year Upward Bound grant with a focus on low-income and first-generation students in Bedford and Rutherford counties; benchmarking MTSU against our peers.
- Institutional Transformation and Student Success Equity Intensive Initiative (SSEI)
Brian Hinote: the Office of Student Success and the Provost's Office look to regroup and recharge momentum on the strategic priorities and action items in Quest 2025. There will be opportunities to fill leadership positions.
Tarver and Hinote are co-leading an SSEI grant from the Gates Foundation and AACSB focused specifically on closing gaps to ensure race and SES are no longer predictors of student success. MTSU is 1 of 19 in the cohort.

5. Mission Review 2022-2023

- [Mission Statement](#)
Dr. Hoffschwelle explained that the Mission Statement applies to the entire University, and each department and college has their mission folded under the main statement. It is reviewed annually with the Mission Profile.
- [Institutional Mission Profile](#)
The Mission Profile is submitted annually as required by the FOCUS Act to characterize what makes the institution distinctive. Dr. Hoffschwelle asked for volunteers to form a subcommittee to review the Mission Statement and Profile before the next Planning Committee meeting. It will be added to the April 4, 2023 Board of Trustees for approval before submission to THEC. Leah Lyons, Lisa Bass, and Kimberly Evert volunteered.

6. Next Meeting: February 17, 2023

Adjourned 1:54 PM