



Board of Trustees  
**Strategic Planning Committee Meeting**  
June 24, 2013  
Provost's Conference Room

**MINUTES**

**CALL TO ORDER**

Chair Alan Florez called the meeting to order at 2:05 p.m. Committee members Alan Florez, Reid Oetjen, and Melissa Westbrook were present. Committee members Olga Calvet and Robert Garvy attended via teleconference. Chair Michael Grindstaff and Trustee Richard Crotty attended by teleconference.

**NEW BUSINESS**

Although originally chartered to assist in the development and periodic review of the UCF Strategic Plan, Chair Florez recommended a revised process for the Board of Trustees Strategic Planning Committee. This process entails using the Board of Governor's directed university work plan process as the principal method for specifically defining and measuring desired outcomes related to university goals and initiatives. Vice Admiral Harms, Vice President for Strategy, Marketing, Communications and Admissions, noted that UCF's 2013-14 work plan was approved by the Board of Governors during the June Board of Governors meeting. Harms also suggested that the Strategic Planning Committee help guide the work plan, including the development of specific performance measures. This guidance would help to implement a process to align and measure the university's performance in response to those criteria mandated by the Board of Governors. The effort would also help to monitor UCF's progress in achieving the goals of future performance-funding models.

Florez recommended that the committee review the UCF Strategic Plan every three years to ensure relevancy of overarching university goals and alignment with the SUS Strategic Plan. Florez further recommended the committee annually review the UCF Work Plan content and alignment with SUS Strategic Plan goals in order to assist in the selection of specific work plan goals and measures, to ensure trustee understanding and support of the work plan goals, and to track progress in goal achievement. In addition, the committee will make recommendations on the portion of the Work Plan that is flexible and not mandated by the State University System.

Finally, various committee members discussed the possibility of broadening the scope of the committee to include analysis of various operational and administrative efficiencies throughout the university. Chair Grindstaff noted that the Board of Trustee's existing committee structure could assume the role or support the creation of an efficiency committee at some point in the future.

In closing the discussion, Florez suggested that the committee use the 2013-14 UCF Work Plan as a starting point to develop a process of assisting in the development of the future work plans, along with a process to review the progress in performance that is called for in those work plans.

**ADJOURNMENT**

Chair Florez thanked all members for their participation and adjourned the meeting at 3:50 p.m.

Respectfully submitted,



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Alfred G. Harms, Jr.  
Vice President for Strategy, Marketing,  
Communications and Admissions