

Minutes of the Strategic Themes Committee

February 2, 2011

Committee members present: Andy Arterbury, Susan Bratton, Phillip Donnelly, Leah Jackson, Karen Kemp, Roz Kennerson-Baty, Carson Mencken, Mitch Neubert, Byron Newberry, Patricia Pack, Rob Rogers, Martha Lou Scott, Kathryn Steely, Ashley Thornton, Tricia Tolbert, Jeff Wallace

Chair Mitch Neubert opened the meeting with prayer at 3:30 p.m., then gave a general update on the strategic planning input process. He reported that Tiffany Hogue will post the group input documents on the strategic planning website weekly. Committee members asked for clarification concerning whether everyone would be able to view them, or only people with Baylor IDs. The chair will consult the provost on that issue. It was noted that the link to the strategic planning web page is not on the main Baylor web page, so alumni and visitors might have difficulty finding it. Karen Kemp indicated the link was intended to appear on every splash page.

Reflections on the Waco input session STC members who had attended the Waco input session commented that the process worked well, providing all attendees the opportunity to express their ideas and allowing common themes to emerge. After some discussion, the group agreed that transcripts will not be made from the recordings of the community input sessions, but that the recordings will be used as backups if necessary. Ashley Thornton will make her facilitator notes and small group notes from the community input sessions available to the STC on BearSpace.

Discussion of individual input format STC members indicated that the Excel format used for the individual input seems appropriate for the task. The chair suggested that analysis of the individual input begin soon, rather than waiting until the deadline in April.

Discussion of qualitative methodologies The chair observed that the committee needed to avoid preconceived ideas about particular themes, allowing them instead to emerge from the input documents. He noted that a coding system would be needed and asked that members interested in helping develop such a system e-mail him so that a subcommittee could be formed. Once a system is developed, members will practice using it to refine it and to develop coding reliability. The initial coding will be done by all members, but eventually subgroups will likely be formed to code the remaining input.

Meeting schedule The meeting dates sent after the first STC meeting are still fluid. Eventually, subgroups may meet at other times, and not all scheduled meetings may be

needed. The chair agreed to send Outlook invitations for the meetings, so that any changes in time or place will be easy to update. He also noted that the student members of the STC would be invited to the next meeting.

Next meeting The next meeting will be at 3:30 p.m. on Wednesday, February 16, 2011, meeting space TBA. (Correction – this meeting will be rescheduled)

The meeting was adjourned at 4:45 p.m.