On-Going Strategic Planning Structure

The Strategic Planning Steering has proposed a three-tiered structure: the Strategic Planning and Resource Committee (an executive, big picture group), Priority Teams (one for each priority, focused on reviewing and assessing initiatives and action items), and Action Teams (can have any number per priority, focused on implementing a specific initiative.) The committees and overall process will be supported by a project management appointee (e.g. the Special Assistant for Administrative Services.) The overall structure and committee descriptions are provided below and in the following pages.
Strategic Planning and Resource Committee (SPRC):

- 8 people, consisting of:
  - one representative from each priority committee (4) plus
  - Champions from each priority committee (4)
- Meets every other month
- Prioritizes overall projects
- Prepares yearly summary of progress on activities and success metrics
- Presents summary to governance groups and at least one open forum
- Reviews budgets and moves to align funding with priorities over time

Priority Teams:

- Seven to nine people, consisting of a Champion (senior administrator), chair (elected from the committee), SPRC representative (can be chair but can also be separate), and other members perhaps including but not limited to:
  - Dean
  - Faculty
  - Academic Staff
  - Classified Staff
  - Shared Governance groups (APC, UABC, SUFAC, Senates, others) based on the priority area
- Meets monthly eventually, perhaps twice a month to start
- Prioritizes projects and budget requests relating to each priority
- Budget role will expand when new budgeting processes implemented to move from incremental budgeting
- Reviews progress of action items
- Provides semesterly summary of progress to SPRC
- Commitment of most members for duration of planning horizon (five years)

Action Teams:
• Will have various numbers of action teams for each priority
• Action teams can have any number of participants
• Some action teams may receive funding to pursue initiatives while others may tie current or planned activities to the strategic plan
• May be for one year or multi-year
• Will provide updates of progress to appropriate priority committee
• Student participation important

**Project Management appointee/Special Assistant to the Vice Chancellor for Administrative Services:**

• Maintains Strategic Plan web-page
• Coordinates cross team activities and communications
• Facilitates use of common management and tracking tools for university action items
  - Collects reports from departments and divisions on strategic initiatives
  - Manages process for strategic planning funding requests
• Prepares yearly summary report