

By: Sortor/Aase
Date: January 16, 2018
Time: 3:15pm – 5:15pm

Project Name: SRAP
Location: TOH130B

Attendees: Hanson Dietz Sortor
 Walter King Beld

Others Present: Aase Fry

Absent: Weaver

Hanson introduced visitor Allison Fry. Allison is a St. Olaf alumnus and is on campus for the month of January to do some job shadowing and research.

1. Communication Plan. With change to the timeline in the questionnaires, how should we be modifying our communication plan? The Steering Committee recommended:
 - a. Keep doing the updates.
 - b. Communication about the suggestions: what is happening with these? Jan has distributed these to the PLT, the appropriate managers, and the two SRAP review groups.
 - c. Can we invite the community to discussion of the rubrics? (Or cohorts of the community, e.g., faculty discussion of the Instructional group's rubrics.) It may be that some elements of rubrics may need explanation (e.g. efficiencies emerging from synergistic strategies).
 - d. Conversation: what kind of institution is St. Olaf? How does that define boundaries of the ideas we explore? And how does this relate to our mission? Go back to the Mary B. Marcy AGB paper and the types of institutions.
 - e. Need for a conversation about how things cross boundaries? Are we going to have big ideas emerge from a department's I-Questionnaire? Will the Steering Committee push questions to the review groups? Perhaps for many, the questionnaire is the first step in thinking bigger and differently. We need to encourage people to think and "go deep" for ideas/suggestions. Jan asks us to revisit these ideas at our next meeting.
 - f. Can we find a speaker who has been part of a successful effort like ours? Sweet Briar? We can look at NACUBO and scan our peer institutions. What are Advancement and Enrollment trends and how do they inform our decisions?
2. Affirmation Document. Discussion of the statement, particularly regarding:
 - a. The agreement that we not engage with those submitting questionnaires outside of SRAP meetings. The group agrees that as individuals are drawing up the questionnaire responses, they can consult with us. But we will not discuss things once matters move into the deliberation phase, discussion of issues arising from the questionnaires, must transpire within a SRAP meeting.

- b. Conflict of interest: how big a group represents a conflict of interest (e.g. a department, a Faculty, etc.) Does FTE help determine whether one should recuse oneself?
 - c. The document was signed by all SRAP members present.
- 3. Meeting Schedule. NI Review Group intends to have information to the Steering Committee by mid-March. Not yet clear when the Instructional Review Group will submit information.
- 4. Deliberation Process. In addition to the reports and recommendations of the Review Groups,
 - a. Does the Steering Committee want to review all questionnaires? Yes.
 - b. Does the Steering Committee want to review the Review Groups' rubrics? No.
 - c. Will the Steering Committee meet with the Review Groups? Yes.
 - d. Can the Steering Committee begin to look at the NI Questionnaires? Yes.
- 5. Offers of Assistance from Outside Individuals/Groups. We have been by an alumnus who works for an outside consulting group. Is there a role for these groups? Can the consultant build models and benchmark against institutions that have gone through an analogous process? Build financial, personnel, and resource projection models for us based on recommendations? Help test suggestions?
- 6. SRAP Update for the Board of Regents. Hanson will conduct a SRAP plenary session at the February Board of Regents meeting. This information should be shared with the college community as well. This will be a way to model the kind of thinking in which we can engage.

Talking points for this group emerging from this meeting:

- I. Communications – how to foster engagement
- II. Agreement – while seeking as much transparency as possible taking steps to ensure the confidentiality of the deliberations
- III. Steering Committee will look at all questionnaires and will be meeting with the Review Groups
- IV. We have an offer for free services from a consulting group and will explore this option further.