Goal Discussions Meeting 1 – Proposed Process

Action required: SPC members are asked to:

- **Note** the proposed process to guide goals discussions for this 1st goals-related SPC meeting

1. Preparation

SPC members were sent ‘homework’ reading last week that summarized, and provided links to original sources, of internal and external evidence that the committee may wish to take into account during their discussions on goals. Each member was asked to note down what they considered to be key issues/points from that evidence in preparation for the meeting.

2. Overall Aim

The overall aim for the committee is to develop 5-7 broad, overarching goals that the university should pursue over the coming 5 years. These goals should be grounded in the evidence available, support the mission and work towards the vision. The goals will be supported by more detailed objectives, actions and key performance indicators. Note that the vision is for 10 years but the strategic plan is for 5 years. Therefore the goals should be such that they take UH Hilo at least halfway to achieving the vision.

A visual representation of the committee’s current situation is given below:
3. Process for Goals Meeting 1 (Feb 18th)

Aim for the meeting: to brainstorm around all (or at least half) of the vision themes.

Below is a summary of the process the committee will follow at their Feb 18th meeting – the first major discussion on goals:

- Discuss and agree which vision themes to use as a guide for the goals discussion (20mins)

- Take each vision theme and brainstorm issues/points/ideas around these themes. Think about the questions: What does the university need to do to address this theme/to make it happen? What in the evidence needs to be addressed to support the theme? The discussion needs to stay at a relatively high level at this stage – there will be opportunity to go into more detail at later SPC meetings (10-15mins per theme).

The above activities will most likely take the committee to the end of the meeting. The aim for the next meeting (Wednesday Feb 23rd) will be to make sense of the brainstorm outcomes, identify commonalities across themes (where appropriate), and to form groupings for potential goals.

In undertaking this exercise the focus is on the vision themes, but it is also important for the committee to ensure that their discussions also take into account the mission in terms of ensuring the resulting goals (objectives and actions) will be consistent with the mission.