Draft Article for December Ka Lono Hanakahi Faculty/Staff Newsletter

Action required: SPC members are asked to:

- **Note** that monthly articles about strategic planning (focusing on preplanning) have been submitted to the Ka Lono Hanakahi newsletter since September 2010
- **Note** that we will continue to submit monthly articles as a general way of reporting on progress to faculty/staff. These articles will be drafted by Siân Millard on behalf of the SPC
- **Comment** on and subsequently **approve** the draft article for December

December Ka Lono Hanakahi Newsletter Article – Strategic Planning

Written to have Siân Millard’s name as author on behalf of SPC

**Article Title:** Laying the foundations and clarifying identity - beginning the strategic planning process

Following appointment by the Chancellor in October, the Strategic Planning Committee, met for the first time on November 3rd and again on November 17th. The purpose of these first two meetings was to lay the foundations for the strategic planning process. Part of this was to ensure that we all understood our charge, roles and responsibilities, communications and the timeframe that we’re working to – i.e. recommendation to the Chancellor of a 2010-2015 UH Hilo strategic plan by the end of May 2011.

It was also important to ensure that we started off with a shared understanding of what strategic planning is and what it is not, so members took time during the first meeting to brainstorm these two aspects and come up with shared definitions. These are available on the strategic planning website at [www.hilo.hawai.edu/strategicplan](http://www.hilo.hawai.edu/strategicplan) but the essence of them are that we are committed to
developing a strategic plan in collaboration with all UH Hilo stakeholders that is targeted, clear, concise, measurable and implementable.

Whilst we have taken time to ensure that we laid the foundations for the planning, we are now keen to begin the process. We have several key targets to meet and the first of these is to clarify UH Hilo’s identity by revising its mission and vision. We will take on this task during December and January. We will first review the outcomes from the preplanning phase (survey consultation and listening tour findings), along with relevant quantitative data that gives us a sense of the current position of the university. From that evidence, we will identify key directional issues that we’d like to bring to the campus for consideration and will likely hold an online consultation and face-to-face ‘town-hall’ style meetings to seek your views. Following feedback, we will draft the full mission and vision and invite further comment on them.

Our next steps following development of the mission and vision will be to identify and draft the university’s key goals and related actions. We will issue further information about our plans for this stage at a later point.

We are committed to making the planning process fair and transparent. To support that commitment you can follow our progress and discussions by accessing our meeting agendas, papers and minutes at www.hilo.hawaii.edu/strategicplan/strategicplanningcommittee If you have any questions or comments please contact Siân Millard, Strategic Planning Coordinator, at uhhplan@hawaii.edu or on 933 3297.