

**Florida Agricultural and Mechanical University
Board of Trustees**



**Strategic Planning and Performance Measures Committee Minutes
Trustee Harper, Chair
Thursday, March 4, 2021**

Committee Members Present: Chair Kristin Harper, Trustee Ann Marie Cavazos, Trustee Otis Cliatt, Trustee Kimberly Moore, Trustee Craig Reed, Trustee Kenward Stone.

Call to Order/Roll Call: Chair Harper called the meeting to order. Mrs. Adams called the roll. A quorum was present.

Action Items

Approval of Meeting minutes from September 18, 2019. Trustee Moore moved for the minutes to be approved. The approval was seconded by Trustee Cavazos. The minutes were approved.

Information Items

Upcoming Strategic Planning Process

Chair Harper presented the proposed timeline for the upcoming strategic planning process. The timeline outlined each phase and what will be accomplished from March 2021 - June 2022. The proposed timeline incorporates the following:

- Phase 1 – beginning March 2021- August 2021
 - Engagement between Trustee Harper and President Robinson
 - Formation of the Strategic Planning Committee (identifying the chair and members of the committee)
 - Review of the 2017-2022 Strategic Plan, including PBF metrics and KPIs
 - Review of the BOG Strategic Plan for alignment and the identification of new metrics, KPIs and benchmarks
 - Data gathering and analysis through surveys, comparative data against other higher education institutions and our own institutional data.
- Phase 2 (September 2021- February 2022)
 - Formation of sub-committees to focus on identified priority areas
 - Consultation solicitation/engagement (if necessary)
 - Stakeholder engagement (Focus groups- students, faculty, staff, alumni, corporate partners, retirees, state and local elected officials, etc.)
 - Initial development of draft plan

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- Data gathering and analysis
- Phase 3 (March 2022- June 2022)
 - Committees work to complete plan
 - Data gathering and analysis
 - Stakeholder awareness
 - BOT engagement on draft plan (including KPIs) after all PBF data is available for 2022
 - Presentation of final plan to BOT for approval (June 2022)

- Trustee Moore complimented the process and a seamless hand off. She asked if the communications team will be involved in partnering with the new strategic plan.

Response: Trustee Harper assured Trustee Moore that the communications team will be kept up to speed and included throughout the entire process.

- Trustee Lawson asked VP Barrington to tell the difference and connection between the strategic plan and the accountability work plan.

Response: VP Barrington responded that the strategic plan shows the goals for the university over a 5-year period. The accountability plan shows the annual plan with goal projections that align with the strategic plan.

- Trustee Dubose inquired about the involvement that the community has in the strategic plan and also requested dashboard information that was mentioned as part of the strategic plan.

Response: Trustee Harper responded that the community will be included in the upcoming strategic plan process.

Response: VP Barrington responded that community have and will be involved in the strategic plan process, including a representative from the community serving on the last strategic plan task force. Others include FAMU retirees, local officials, etc. will be involved.

Response: President Robinson responded that the community has been involved and we will continue to meet the community where they are to get their involvement. He also stated that a community member was on the previous committee for the strategic plan process.

Response: Trustee Harper responded that Trustee Dubose as well as Trustee Cliatt receive dashboard information and access information.

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- Trustee Reed commented that he is excited about the strategic plan process and complimented the strategic plan process layout that was shared.
- Trustee Harper commented that she is looking forward to serving in this capacity as chair of the Strategic Planning and performance measures committee.

There being no further business, the meeting was adjourned.