

**Washburn University**  
**Meeting of the Faculty Senate**

August 24, 2009  
3:30 PM Washburn B, Memorial Union

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate meeting of May 11, 2009. (pp. 2-3).
- III. President's Opening Remarks.
- IV. Report from the Faculty Representatives to the Board of Regents.
- V. Faculty Senate Committee Reports.
  - A. Minutes from the Faculty Affairs Committee meeting of April 27, 2009. (pg. 4)
- VI. University Committee Minutes.
  - A. Minutes from the Library Committee meeting of April 6, 2009. (pp. 5-6).
  - B. Minutes from the Research Committee meeting of May 5, 2009. (pp. 7-8)
  - C. Minutes from the Assessment Committee meeting of April 10, 2009. (pg. 9)
  - D. Minutes from the Assessment Committee meeting of June 9, 2009 (pg 10-12)
- VII. Old Business.
- VIII. New Business.
  - A. Selection of a new Vice-President (open for nominations)
  - B. Committee appointments
  - C. Constitutional amendment clarifying faculty representation (pg. 13)
  - D. Establishment of an ad-hoc committee on strategic planning (pg 14)
- IX. Information Items.
- X. Discussion Items.
  - A. The status of the WTE Review Committee
  - B. Strategic Planning
  - C. Concerns from Senators
- XI. Announcements.
- XII. Adjournment.

**Faculty Senate**  
**Washburn University**

*Minutes of May 11, 2009*  
*Kansas Room, Memorial Union*

Present: Arterburn, Averett, Barker, Berry, Bowen (VPAA), Byrne, Camarda, Croucher, Faulkner, Fry, Janzen, Kaufman, Kelly, Kerchner, Khan, Lockwood, Lunte, Manske, Mazachek, McGuire, Melick, Menzie, Naylor, Patzel, Prasch (President), Quinn, Ray, Routsong, Russell, C. Schmidt, S. Schmidt, Sharafy, Shaver, Shipley, Sullivan, Unruh, Wunder

- I. The meeting of the Faculty Senate was called to order at 3:33 PM.
- II. The minutes of the Faculty Senate meeting of April 13, 2009 were approved.
- III. President's Opening Remarks.
  - A. Prasch first outlined the voting procedures for incoming and outgoing members of the Senate.
  - B. He reported that most of the division elections had been conducted and that several of the new senators were at the meeting.
  - C. He also announced the winners of the Strategic Planning committee elections (Stephen Angel, Donna Lalonde, and Kim Morse) and announced that the Senate will soon have its own MyWashburn channel.
- IV. Report from the Faculty Representatives to the Board of Regents.
  - A. Prasch stated that the Board was not scheduled to meet until Friday, May 15.
- V. Faculty Senate Committee Reports.
  - A. Minutes from the Electoral Committee meeting of April 10, 2009 were approved.
  - B. Minutes from the Faculty Affairs Committee meeting of March 30, 2009 were approved.
  - C. Minutes from the Academic Affairs Committee meeting of May 8, 2009 were approved.
- VI. University Committee Minutes.
  - A. Minutes from the Faculty Development Committee meeting of March 6, 2009 were accepted.
  - B. Minutes from the Faculty Development Committee meeting of April 3, 2009 were accepted.
  - C. Minutes from the International Education Committee meeting of April 16, 2009 were accepted.
  - D. Minutes from the Assessment Committee meeting of Jan. 30, 2009 were accepted.
  - E. Minutes from the Assessment Committee meeting of Feb. 20, 2009 were accepted.
- VII. Old Business.
  - A. In regard to the Transfer of International Baccalaureate Coursework (Action Item 09-07), senators agreed the item should be passed in for the sake of competitiveness as well as to facilitate transfer credits. A motion was made to vote on the item, the motion was accepted, and senators voted. The item passed.
  - B. A motion was made to discuss the College of Arts and Sciences Academic Affairs Committee proposal (Action Item 09-03). The motion passed and discussion began with Prasch and Kaufman both acknowledging that the composition of the AAC has been brought up every year since the senate's inception. It was stated that the proposal was a compromise since it does not demand one to one representation and that it evens out issues of dominance from the College. A motion was made to vote on the item. Sixteen senators voted in favor of the item and 11 voted against it. The item did not pass because a 2/3 supermajority is required for changes in the constitution and sixteen votes in favor did not suffice.
  - C. Senator Ray called for a substitute motion to make a friendly amendment to the Notification of Infraction—Academic Impropriety Form (Action Item 09-06). She requested that in item E of the notification the "record names" should be removed. A motion was made to approve the change and it passed. Ray stressed the fact that the Academic Integrity Committee believes the

form should pass because students currently perceive that there is a different standing for handling the various academic impropriety cases. It was also mentioned that University attorney Ken Hackler views the possibility of the faculty having a list of names of students with infractions a potential violation of FERPA. VPPA Bowen said that she does not disagree with having a list since she thinks it is important for the university to have a record of the types and volume of infractions so the university can educate students about infractions and therefore stop them. A list would be important to verify if a student is a repeat offender. Ray said the committee will regroup and figure out a way to create a list. She also stated that although the form will be optional, the committee was going to go ahead and submit the form. A motion was then made to vote on the item, it passed, and the item passed.

VIII. New Business.

The election of senate officers for the 2009-2010 academic year took place. The senate reelected Tom Prasch (CAS) as President and Gene Wunder (SOB) as Vice President. Senators voted Vickie Kelly (SAS) in as Secretary and Rick Barker (CAS) as Parleментарian. The aforementioned officers will also serve on the Executive Committee along with Sue Unruh (SON) and Janet Jackson (SOL).

IX. Information Items. There were none.

X. Discussion Items.

- A. The FAC brought it to the Senate's attention that it had voted to have a committee of the faculty reviewing the Washburn Transformational Experience and wondered whether this committee was supposed to be reviewing it this spring. The FAC recommends that the Faculty Senate, upon reviewing the minutes, begin organizing this WTE committee during the Fall Semester.
- B. Some senators inquired into the status of the Vote of No Confidence and Prasch stated the BOR was aware of the outcome since it was in the senate minutes. He added that official notification had been forwarded to both VPs.

XIII. Announcements. There were none.

XIV. Adjournment. The meeting was adjourned at 4:18 PM.

**Washburn University**  
**Faculty Affairs Committee**  
Minutes of April 27, 2009 Meeting  
Crane Room, Memorial Union

Present: Michael McGuire (Chair), Linda Croucher, Myrl Duncan, Barbara Ginzburg, Park Lockwood, Tracy Routsong.

- I. The meeting was called to order at 3:30pm.
- II. Conflict of Interest / Grievance policy. There was a discussion regarding the feasibility of the grievance policy for promotion and tenure. The FAC chairs have scheduled a meeting to discuss this issue with the VPAA in order to determine if a grievance policy for P & T is feasible before proceeding on this issue. Information from this meeting will be discussed at the next FAC meeting.
- III. Domestic Partnership Benefits were discussed. There was a domestic partnership document from 1998 and a memorandum sent to President Farley from the Benefits Committee in 2003 which was sent to the FS as an information item at the last meeting. The FAC is in the process of updating and revising this document. Upon competing revisions, it will be sent to the Faculty Senate as an action item.
- IV. TIAA-CREF benefits were discussed. The FAC was asked to discuss a measure that would allow Washburn University employees to place their TIAA-CREF 403-b account contributions into a Roth IRA instead of a 457 (i.e., voluntary, or “extra” contributions). A representative from TIAA-CREF will be asked to provide information on this issue during the next FAC meeting.
- V. WTE Review Committee. This committee was to be composed during the spring semester. The FAC is not sure what members are on this committee or even if this committee has been assembled yet. The FAC will continue to discuss this issue and propose this as a discussion item, if necessary, during FS meetings this fall.
- VI. Composition of the Technology Steering Committee. The FAC is currently discussing how members are being appointed to this committee. This discussion will continue into the fall semester.

Meeting was adjourned at 4:30pm.

Next meeting TBA.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee

*Library Committee Meeting*  
**MONDAY**  
*April 6, 2009*  
*3:30 p.m.*  
**Room 105**  
*Mabee Library*

**TO:**

*Dr. David Bainum*  
*Dr. Karen Barron*  
*Dr. Alan Bearman*  
*Ms. Amy Billinger*

*Dr. Cheryl Childers*  
*Dr. Barry Crawford*  
*Dr. Sophie Delahaye*  
*Ms. Judy Druse*  
*Dr. Yongtao Du*  
*Dr. Liviu Florea*

*Ms. Kathy Hupp*  
*Dr. Ursula Jander*  
*Dr. Reinhild Janzen*  
*Mr. Terry Knowles*  
*Dr. Sam Leung*  
*Dr. Park Lockwood*  
*Dr. Michael McGuire*  
*Mrs. Marilyn Masterson*  
*Dr. Jay Memmott*  
*Ms. Jenny Mills*

*Dr. Maria Raicheva-Stover*  
*Dr. Michael Rettig*  
*Dr. Leslie Reynard*  
*Dr. Tom Schmiedele*  
*Dr. Douglass Smith*  
*Ms. Heather Smith-Collins*  
*Dr. Ann Marie Snook*  
*Dr. Sharon Sullivan*  
*Dr. Brian Thomas*  
*Dr. Jennifer Wagner*  
*Dr. Iris Wilkinson*

The Library Committee convened in the Mabee Library, Room 105 at 3:30 p.m. The following members were present: Dr. Bearman, Ms. Billinger, Dr. Barron, Dr. Childers, Dr. Delahaye, Ms. Druse, Dr. Liviu, Dr. Leung, Dr. McGuire, Mrs. Masterson, Dr. Reynard, Ms. Smith-Collins, Dr. Schmiedeler, Dr. Sullivan, Dr. Wagner, and Dr. Wilkinson. Drs. Reinhild and Thomas sent word they would be unable to attend.

Dr. Bearman discussed details about the decision making process for the list of materials' cuts and book buying changes that was distributed to faculty prior to the meeting. He explained that the reallocation was not based upon a budget cut because to date the President, VPAA and Deans had worked to protect the library budget to the best of their ability. Instead, the library budget process is being driven by the "serials crisis." Each year the library will face a shortfall between \$60,000-\$80,000 in purchasing power depending on inflation rates for books and journals, any budgetary augments, or other factors surrounding the budget. With administration and faculty support the library will continue to evaluate and assess library resources in order to balance the needs of the campus with what the library can afford.

The library has posted specific information about the reallocation process at the following website:  
[http://www.washburn.edu/mabee/FY10\\_Proposed\\_Collections\\_Realignment.shtml](http://www.washburn.edu/mabee/FY10_Proposed_Collections_Realignment.shtml)

All Kansas academic libraries are reducing their collections and eliminating serials and databases as part of their cost saving measures. The Libraries continue to work closely with partners across the state in an effort to create a partnership and to ensure that statewide strategy for dealing with the current crisis exists. The libraries are actively pursuing consortia deals with other libraries to reduce costs by migrating journal titles from print to electronic format. A significant reduction (54%) of the budget for book purchasing will occur in order to reallocate funds to support electronic databases and serials.

Like so many University libraries fewer resources are available to help meet an increasing array of goals and objectives each year. The library will continue to identify ways to maintain an appropriate balance among disciplines and user groups; sustain access to research materials with available funding to support research, teaching, and extension; use endowed funds strategically to purchase important resources; and continue collaboration with the Washburn community to make the best decisions for our campus.

Dr. Bearman requests faculty input and assistance to help identify the titles selected for cancellation. This process of identifying and prioritizing what resources to keep or eliminate will be finalized by mid-May 2009. If you have any questions regarding this process, please contact your library liaison ASAP.

Discussion continued. Dr. Bearman stressed that the lists of materials targeted for elimination on the website are not final. Before final decisions are relayed to vendors the library staff needs to hear from faculty about their teaching and research needs.

Meeting adjourned at 4:08 p.m.  
Respectfully submitted  
Ginger D. Webber, Administrative Secretary

## **NOTES**

### **Research Grant Committee Meeting**

May 5, 2009

Members Present:

Nancy Tate, Chair

John Francis

Matt Arterburn

Tracy Routsong

Martha Imperato

Nancy welcomed everyone and thanked them for coming. She then informed the committee that these applications are for the new FY2010 fiscal year. At the present time, there are no anticipated reductions in the budget for FY10 internal grants. The budget for research grants for the year is anticipated to be \$50,000. The committee received a total of three major research grant applications for a total of \$18,532 and five small research grant applications for a total of \$28,457.30. (However, Marguerite Perret submitted the same proposal in both categories and will withdraw her application from one of the categories if her grant application is funded).

The Major Research Grant sub-committee met and reviewed three applications. The Committee felt all were worthy of funding; although they recommended limiting the amount of funding for Merkel's proposal to transportation to and from the research location and a maximum of \$100/day for expenses. The Major Research Grant committee prioritized the applications as follows:

Ashworth                      Priority 1  
Perret and Merkel      Tie – Priority 2

The following is a summary of the applications and the approved grant awards.

#### **MAJOR RESEARCH**

**ASHWORTH:** Requested funds in the amount of \$6,650.30 for research project, "Restoration of Diverse Tallgrass Prairie Plant Communities." Discussion ensued regarding the fact that this research project may require expenses incurred in FY11. Application awarded partially in the amount of \$5,850.30 (After discussion with the applicant, the \$800 in expenses which would be incurred in FY11 were eliminated.)

**PERRET:** Requested funds in the amount of \$5,000 for research project, "The Waiting Room: A Multi-Media Art Installation." The Committee agreed to fund this proposal under the following conditions:

1. The exhibit must have a showing in Topeka (preferably at Washburn University) and the campus must be notified when it is being exhibited

2. At all showings of the exhibit, Washburn University should be recognized for its contribution to the project.

Application awarded conditionally in the amount of \$5,000.

MERKEL: Requested funds in the amount of \$10,000 for research project, "Jefferson, Slavery and the Law." As indicated previously, the Major Research Grant Review committee recommended reduction of the grant amount to include only transportation to and from the research location and a maximum of \$100/day for expenses. The Research Grant Committee agreed with this recommendation.

Application awarded partially in the amount of \$6,882.

#### SMALL RESEARCH

DING: Requested funds in the amount of \$470 to purchase music composition software. Application awarded in the amount of \$470.

HUNT/LALONDE/DYE: Requested funds in the amount of \$3,000 for research project, "Collaboration in Teacher Preparation: Developing Common Goals and Outcomes for Preservice Teacher Fieldwork and Student Teaching."

Application awarded in the amount of \$3,000.

KAPUSTA-POFAHL: Requested funds in the amount of \$3,000 for research project, "Nothing of Consequence? A Reconsideration of the Status of Feminist Scholarship in/on Czechoslovakia in the Socialist Era."

Application awarded in the amount of \$3,000.

PERRET: Requested funds in the amount of \$3,000 for research project, "The Waiting Room: A Multi-Media Art Installation."

This application was withdrawn from consideration since Perret was awarded a major research grant for the project.

WATERS: Requested funds in the amount of \$455 for research project, "Training Parents to Implement Research-Based Reading Interventions to Their Children During the Summer Months."

Application awarded in the amount of \$455.

Total amount of funds awarded was \$24,657.30, leaving a remaining balance of \$25,342.70 available to be awarded this coming fall.

The Committee discussed the fact that an unusual situation had arisen this academic year with a significant amount of money returned from grants which had been awarded but were unable to be used. The Committee recommended that faculty be notified of the limited amount of remaining funds which are available for allocation if the money can be expended by June 30. Nancy agreed to send an allfaculty e-mail message to faculty and the joint internal grant committee members will meet virtually to review any applications received.

**MINUTES**  
**ASSESSMENT COMMITTEE**

Friday, April 10, 2009

Shawnee Room

1:30 p.m.

Present: Donna LaLonde (chair), Nancy Tate, Melodie Christal, Joanne Altman, Heather Collins, and CJ Crawford (administrative support). Absent: Cathy Hunt, Jane Carpenter, Jim Hoogenakker, Jay Memmott, Lori Khan, Mary Shoop, Kandy Ockree, Denise Ottinger, Whitney Philippi, and Don Vest.

The committee minutes from January 30, 2009 and February 20, 2009 were approved as submitted.

The General Faculty meeting has been scheduled for Thursday, April 30, which conflicts with the Assessment Liaison workshop. Donna asked the committee for recommendations on whether or not the workshop should be rescheduled, or if we should try a virtual workshop using the Assessment wiki. For the virtual workshop, a question/discussion topic would be posted, the liaisons would be asked to post a response, and committee members and other liaisons could post follow up responses. After discussion, it was decided to cancel the workshop on April 30 and try the virtual workshop. An email will be sent to all liaisons with information regarding the virtual workshop. Topics were discussed and Donna asked the committee members to send additional comments or suggestions to her by Tuesday, April 14. The workshop time frame would be from the date the question/discussion topic is posted on the wiki through May 22.

Donna asked Nancy Tate about the discussion at the dean's meeting regarding the inclusion of assessment in annual reports. Nancy thought there was going to be a summary report of each academic unit's information on the Assessment web site that the dean's could get electronically. We don't have the ability on the web site at this time to pull off information from all 19 CAS departments in one summary report; this is a topic that needs to be discussed with ISS for next year. It was suggested that a summary report by division be prepared for CAS.

There was a discussion about whether a representative from the Assessment Committee should serve on the Program Review Committee or if the Assessment Liaison should be asked to attend the Program Review for their area. It was recommended that the Assessment Committee write summaries for each unit up for program review and rank them as developing, target, or advanced. The summaries would be sent to the units by November 1.

It was suggested that rather than store old Assessment data in history on the web site, it would be helpful to save the historical data as a pdf file. A chart could be put on the wiki and the pdf files could be attached to the chart (5 years of reports). This would make it easier for the liaisons and department chairs to locate data for their program review reports.

CJ will send an email to the members of the Assessment committee to try and set up a planning meeting for as early in June as possible.

**MINUTES**  
**ASSESSMENT COMMITTEE**  
Tuesday, June 9 2009  
Lincoln Room  
11:30 a.m.  
(Action items are in *bold italics*)

Present: Donna LaLonde (chair), Nancy Tate, Melodie Christal, Denise Ottinger, Heather Collins, Cathy Hunt, Lori Khan, Kandy Ockree, Lucas Mullin and CJ Crawford (administrative support). Absent: Joanne Altman, Jane Carpenter, Danny Wade, Jay Memmott, Mary Shoop, and Don Vest.

**APPROVAL OF MINUTES**

The committee minutes from April 10, 2009 were approved as submitted.

**VIRTUAL WORKSHOP VS. FACE-TO-FACE WORKSHOP**

The virtual workshop on the Wiki that ran from April 30 through May 22 was not successful; only one response was received. A possible reason for the lack of participation may have been the timing because the end of the semester was very busy for everyone. Also, it may not be a tool that many faculty are comfortable using at this time for a discussion format. Face-to-face workshops are probably the better option for right now until faculty become more comfortable with using the Wiki.

**LIAISON ASSIGNMENTS**

The committee members who were present felt that liaison subgroups assigned to specific committee members should be continued. The discussion and feedback at the workshop on February 13 was good, but time became an issue in the spring for meetings.

**VSA UPDATE**

Melodie Christal gave a presentation on VSA – Voluntary System of Accountability. Washburn is one of about 300 public, 4-year institutions that are participating. The "College Portrait" icon for Washburn's web site is located on the following pages on Washburn's main web site – Admissions, About WU, Future Students, Parents and Family, and Visitors and Community. The site has general and statistical information about Washburn that can be viewed and compared against other participating universities. One link that is not functioning at this time is for Washburn's Assessment web site, which should be resolved with the development of the improved web site by September.

**WEB SITE**

**Redesign**

There was discussion about the Assessment web site and if it should be redesigned and whether it should only be accessible through MyWashburn or placed on Washburn's web site for accessibility to the public. Donna felt that the site could be improved to make it more user friendly for entering and accessing assessment information. Locating the site outside of MyWashburn would make it easier for the committee to maintain and modify. *A subcommittee was formed to work on a redesign of the web site for committee approval – Nancy Tate,*

***Heather Collins, CJ Crawford, Melodie Christal, and Donna LaLonde. The improved web site should be developed over the summer to be rolled out at the September liaison workshop.***

### **Assessment Record Template**

A sample of an Assessment Record Template from the University of Massachusetts had been sent to the committee earlier as an attachment to the agenda. The purpose of this type of form would be for a more consistent reporting document to replace what is now on the Assessment web site. This type of format would also aid in mapping assessment methods, results, and improvements to objectives. This would not change how departments are obtaining and collecting data, just how the information is reported on web site. If it is agreed by the committee that this type of reporting tool should be used, the transfer of information from the existing forms would initially be handled by Donna and CJ. ***The committee members were asked to review the attached for discussion at the next meeting in August.***

### **FALL 2009 SEMESTER PLANS**

#### **Frequency of Committee Meetings**

Donna suggested that the committee should meet more frequently during the 2009-2010 academic year, and it was decided to have two meetings a month on the first and third or the second and fourth Tuesdays at 3:30 p.m. ***CJ will check the University calendar and then send dates to the committee members for both fall and spring.***

#### **Assessment Liaison Workshops**

Cathy Hunt suggested that there be an Assessment Liaison "Kick-Off" workshop early in the fall semester to introduce the improved web site and discuss the committee's expectations for the academic year. The committee members would meet with their liaison subgroups throughout the year with a final workshop held in April so liaisons could present on their area's assessment plan and progress. ***The first Assessment Liaison workshop will be Friday, September 18 from 2:00P-3:30P.***

Denise Ottinger suggested having an Assessment event before the beginning of the spring semester with concurrent workshops where departments could showcase various assessment processes and tools. The committee felt this would be a good idea and suggested that the first one be held on Thursday, January 13 from 9:00 a.m. to 12:00 p.m. ***It was recommended that all faculty should be strongly encouraged to attend, which would involve communication and support from the deans. Nancy was asked to discuss this at a deans meeting and report back to the committee.***

#### **Next Committee Meeting**

The committee will meet again the week of August 10. ***CJ will work on scheduling the meeting date, time and location and notify committee members.***

### **MISCELLANEOUS**

Donna mentioned that she has been considering the possibility of making the COMPASS test mandatory for all incoming freshman during welcome week.

Two examples of Assessment Progress Rubrics were passed out for review and committee discussion. This rubric would be used to evaluate the status of each area's assessment progress based on the information reported on the Assessment web site. The committee all agreed that the

sample from James Madison University would work well with a few modifications – change in the rating names and replacing the word "objectives" with "outcomes" to align with Washburn's terminology. ***CJ will make the changes to the template, which will also be used as the document departments will receive to be included with the Program Review as well as for information for the annual University Assessment report.***

The meeting adjourned.

## Amendment to the Faculty Constitution Clarifying Faculty Representation

Rationale: The electoral committee, redoing faculty counts to determine representation for each unit this past semester, came across a problem relating to the existing wording of the constitution: eligible faculty are defined as those “on an annual contract” only, without specifying anything further. In II B, the number of “eligible faculty” determines the proportions of representation (which means that we fix it both places by fixing it here). In the case of the School of Nursing, how one counted part-time appointments was the issue. Are they eligible faculty or not? Given hiring patterns in the wake of the budget crisis, it is likely not only Nursing for whom this will be a problem. So the constitution must be made more specific. We can go two ways on this one: making eligibility and proportionality counts include only full-time faculty or also count part-time (down to half-time in the proposal below). One of the two following amendments should be moved for a vote (changes indicated in boldface):

### Option 1:

II A. Only **full-time** faculty on an annual contract are eligible to vote for and to serve on the Faculty Senate, excluding those serving more than half time in administrative capacities; provided, however, faculty on authorized leave of absence or sabbatical shall not be eligible to serve on the Faculty Senate during such period of leave or sabbatical. Any eligible faculty member may put his or her name forward for election.

### Option 2:

II A. Only faculty on an annual contract **at the level of half-time or more** are eligible to vote for and to serve on the Faculty Senate, excluding those serving more than half time in administrative capacities; provided, however, faculty on authorized leave of absence or sabbatical shall not be eligible to serve on the Faculty Senate during such period of leave or sabbatical. Any eligible faculty member may put his or her name forward for election.

### Motion Establishing an Ad-Hoc Faculty Senate Committee on Strategic Planning

Rationale: The aim here is to ensure adequate faculty input in the strategic planning process, given that the subcommittees currently developing the strategic plan have relatively low (one or at most two per subcommittee) faculty representation.

Motion:

An Ad-Hoc Faculty Senate Committee on Strategic Planning shall be constituted, to consist of one Faculty Senate representative from each of School of Nursing, School of Applied Studies, School of Business, and School of Law, and each division within the College of Arts and Sciences, and all faculty members currently serving on the strategic-planning subcommittees established by the VPAA. Members of the committee shall participate as much as possible in the ongoing open meetings of the subcommittees, and will meet to consider the draft plans developed by those subcommittees before a final report is drafted by the Strategic Planning Council (sometime after October 9). The committee will remain in place for consultation as needed until the strategic plan is completed.