August 28, 2014

Dear Campus Community,

Over the last month, the University Strategic Alignment Process (USAP) Task Force spent over 45 hours together designing an alignment process that would fit the needs of this campus. The team developed guiding principles demonstrating their commitment to transparency, inclusivity, and consistent communication among other things. The most important outcome of the initial meetings was the decision, supported by the Chancellor, to focus the Task Force’s work on creating a process to engage the entire campus community in working incrementally, year by year, to meet all of the goals set out in the 2014-2020 Strategic Plan by 2020. To accomplish this purpose, we decided to create a system of goal-setting, reporting, and accountability, with goals set by each department and unit that will contribute to Strategic Plan goals.

The task force has made significant progress on developing the report template that units on campus will complete as part of this process. This first year of the process will be about setting goals, and subsequent years will involve reporting on progress toward goals already set and developing new goals as needed. Although the report template is not yet completely final, as part of our commitment to transparency, we would like to distribute the draft version to keep you informed of our progress. We also want you to start thinking about goals and planning – what are the things you do that align with the strategic plan? We realize many on campus are concerned about this process and uncertain of the impact to their particular units. After reviewing the template, you will see it really is about alignment with the Strategic Plan, aiming to make the Plan’s goals into truly shared goals, with focused and sustained commitment from the entire campus community to meeting them.

As IPFW moves forward it is imperative that we work together, staying focused on our mission and ensuring the work we do connects with it. The USAP team is resolute in our commitment to helping this campus move forward in a positive way. We value what’s being done and want to ensure that every voice is heard and that every unit has the opportunity to share their great work—we want the whole campus community, not just those preparing reports on goals, to be aware of what the USAP process is asking for so that the task of goal-setting can become the shared work of a whole department or unit. When the task force elected co-chairs representing both academic and support services (Rachel Hile and Mandi Witkovsky) and then elected to operate as one team, they demonstrated their support of ONE IPFW. We can no longer operate in silos or function as individual units. We are interconnected in so many ways and must rely on each other to fulfill the mission of this university. USAP will help us accomplish this.

As you review the template you may be curious to know who will be completing these reports so the attached listing provides this information. Meetings will occur with every unit in October and each person responsible will be contacted shortly to schedule those meetings. As mentioned above, the purpose of these unit meetings is to make sure that every member of a department or unit has the opportunity to be involved in the process of goal-setting and strategic planning.
In the meantime, the final report template will be shared and discussed at an upcoming Town Hall Meeting. Please join us on Friday, September 19th from 10-11am in KT G46 to learn more about how the report was developed and how it will be used. If you have questions or want more information, you may also visit our website at www.ipfw.edu/usap or contact a member of the Facilitation Team or Task Force.

We are ONE IPFW.

USAP Facilitation Team

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