

University of San Francisco

School of Management

SPC Committee Meeting Summary

Date:	09/07/2021	Start Time:	1:00 PM	End Time:	2:00 PM	Location:	Zoom
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Attendance:

Michelle Millar, Tatiana Fedyk, Morgan Maich, Deniz Bahar, Richard Gregory Johnson III, Johnathan Cromwell, Simone Jordan, Janice Chuakay, Kourosh Dadgar, Zach Burns, Elizabeth Lagran (Note-taker)

Agenda

- Welcome & Check-in
- Approve May 13, 2021 minutes
- Google Drive Document
- Moving forward with strategic initiatives, meeting timelines
- Relationship with other committees UPC,GPC,FGC,FDC

Notes

1. Welcome the new member Simone Jordan for undergrad studies.
2. The May 13, 2021 Meeting minutes were shown on the screen. Committee read and approved.
3. Organize Google Drive for members to find documents/ folders for easy access of what documents that are needed,link below was provided - Tatiana, can you please add the link ?
<http://drive.google.com/drive/u/>
4. We will keep the Strategic Planning Committee Folder for record keeping and other subfolders such as (Strategic Initiative Documents folder), that includes feedback instructions & surveys, and all hands meetings documentations.
5. A new folder labeled Moving Forward Initiatives was created/added to the Strategic Planning Committee Folder.
6. Throughout the discussion for Moving Forward the Initiatives is for the committee members to volunteer for which they are interested in.

7. Either we split the task or work as a team. It was suggested to work on the task collectively and any updates on the progress that's being made on all areas should be relayed to the team. Another suggestion is we can add our names in areas where we really feel we can contribute to the initiatives.

8. We also need to acknowledge another category of people on the committee or subcommittee, on what particular initiative they just want to contribute that could be their expertise.

9. In regards to initiatives not all are weighed equally, it was suggested to create some standard, to which these subcommittees are held, because bigger tasks need more time to be researched.

10. Need feedback to update the committee periodically, document our accomplishments as a group.

12. A 2020 Strategic Plan Spreadsheet was shared to the group with a "formal timeframe tab" should have a clearly defined timeframe. 1, 2 or 3 years time frame or one year is a moving target.

Suggestion on additional data can be added in the spreadsheet 'key performance indicators' that will indicate completed or working in progress. The year indicators (1,2, years) is the rough estimate on how long it would take to actually implement.

Collaborate with staff and faculty outside of the committee so things can get done.

16. Dean's approval to pay for research lunch once a month.

17. Try to solicit graduate & undergraduate students for their participation in student advisory board

19. The initiative for BSBA redesign involves, if possible, those who are not on SPC or UPC.

20. Provide updates at SPC on what other committees are doing.

Action Items to be addressed after the meeting:

1. Create the Student Advisory Board.
2. Excel spreadsheet with the initiatives will be shared to the committee and make updates such as add your names or remove your name. Old names from last year will be kept for now.
3. BSBA redesign that's ongoing.
4. Revisiting the initiatives and what the committee are working on and signing up

for something for the new member.

5. Provide updates on those that have already started working or what we envision if there's nothing to update, what we are going to move forward and what will be doing.
6. Invite other committees to the SPC meetings.