

## Melinda A Granger

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**From:** James P Henderson <jph1037@louisiana.edu>  
**Sent:** Sunday, May 11, 2014 7:44 PM  
**To:** Vanessa D Hill  
**Cc:** Melinda A Granger; Jim Henderson  
**Subject:** Re: Steering Committee

Dear Vanessa and Melinda:

It seems to me that it is more important that we do this right rather than we do it fast. I would suggest that it might be good put off the first meeting until the beginning of the semester as you have indicated. We are just too far into the end of the year, and I see that the President has scheduled University event for Friday morning, with breakfast for some invited guests at 9 am followed by the unveiling of a statue of the first president, President Stephens at 10:30. So we may as well put this off. I also don't want people to think that we are rushing this job just to get it done.

I like what you are proposing for the thought exercise on who we are and who we want to be. I think that is a good first step toward determining a vision statement. Before we start down the road of determining strategic goals, we really need to settle on a vision statement, that is, a preferred future for five years from now. After we set our clearly defined vision, then we need to get to the strategic goals that will move us toward that vision.

So here is how I would somewhat modify your steps:

I would send out a formal invitation to the committee members to join the effort, and once we get everyone on board, you should send each member a copy of the current strategic plan with the task of reviewing it, and spending time this summer thinking about what we have accomplished, what has not been done, and what kept us from accomplishing some of the goals.

During the first meeting in August, I would suggest the following:

- 1) Call to order and introductions
- 2) Charge to Committee, Jim Henderson
- 3) Thought Exercise: Who are We, and Who do we aspire to be
- 4) Strategic Plan 2009-14: What were the aspirations for this plan, what was accomplished, and what wasn't accomplished
  - A discussion of what were the major achievements, and what prevented important goals from being achieved?
- 5) A preliminary discussion of the Vision Statement with a group designated to draft a Vision Statement for the next meeting

For the second meeting, I would then finalize the vision statement, and do a SWOT analysis

At the 3rd meeting, you would then focus on strategic goals, with the goals from 2009-14 that hadn't been achieved and are relevant in the mix. Once you have a preliminary set of goals, then we take them to the UL Lafayette community for feedback. The Steering Committee would then take that feedback and settle on a set of goals to achieve the vision. Once the strategic goals are set, we'll set up the task forces.

Your thoughts on this?

Thanks for doing this good work, you two!

Jim

----- Original Message -----

From: "Vanessa D Hill" <vanessa.hill@louisiana.edu>  
To: "jim henderson" <jim.henderson@louisiana.edu>  
Cc: "Melinda A Granger" <mag0712@louisiana.edu>  
Sent: Friday, May 9, 2014 4:50:46 PM  
Subject: Steering Committee