The meeting was called to order at 3:00 p.m. by Chair Dan Lair.

**Strategic Planning Process** Chair of the Strategic Planning Process Hiba Wehbe-Alamah indicated that both Dan Lair and Jie Song will serve as AAAC’s ambassadors for the Strategic Planning Process. She indicated that throughout the presentation, she would appreciate suggestions from the committee members to take back to the Steering Committee. Dr. Wehbe-Alamah explained that there are two parts of the process: (a) developing a collaboration with campus that results in a focused set of 4-6 high level priorities to guide the university in the next five years to be completed by May, 2017; and (b) work on the implementation plan during the next academic year (2017-18) which will identify the accountability of each goal.

Dr. Wehbe-Alamah said that the Steering Committee has four building blocks that they are following as the process develops: evident-based, transparency, inclusiveness, and open communication. She provided an overview of the website [https://www.umflint.edu/strategicplanning2017](https://www.umflint.edu/strategicplanning2017), noting the highlights of each of the web pages. Dr. Wehbe-Alamah announced that five forums are planned (three for faculty/staff and two for students). She also indicated that two surveys will be conducted (one for faculty/staff/students and one for alumni). She asked committee members to encourage their faculty and staff to participate in the process. She stressed that several times in her presentation noting how important that is. She concluded her presentation by indicating that the timeline calls for submitting the goals to governing faculty for a vote the first week of May.

Much discussion took place with Dr. Wehbe-Alamah answering questions of members. Most of the discussion centered on the process of getting the questions to governing faculty for a vote.

Suggestions provided by AAAC members included the following:

- An interim draft should be sent to governing faculty at least two weeks before the vote, but three would be better, asking for public comment. This should be followed by the final document/goals being sent to governing faculty one week prior to the vote, providing an overview of the responses that the Steering Committee received from the first draft and how those were incorporated in the final document. Although students will not be voting, information should be sent to them as well.
- On the “Strategic Planning – Suggestions page:
  - An area should be available for respondents to ask questions;
  - A capability should be added so that respondents have the ability to upload any documents that they may have.
  - A capability should be added so that respondents could submit their suggestion(s) anonymously.

Dr. Wehbe-Alamah closed by reminding everyone to encourage participation because the entire process is centered around your voices.

Approval of Minutes – January 5, 2017 ► A motion was made and supported to approve the Minutes of January 5, as written. Motion carried.

Proposed Master of Arts in Inclusive Education ► Chair Lair asked if anyone had questions and/or concerns regarding the proposed Master of Arts in Inclusive Education. Clarification was provided by Aviva in terms of the targeted audience. She said that the intent was for certified teachers to acquire specialization in how to better handle their classroom with sometimes multiple inclusive (or mainstreamed special education) students along with their regular education students. Because the law requires the least restrictive environment for inclusion students, teachers need to know how to manage all needs of their students. Much discussion took place regarding the terminology of “inclusion” in the context of the proposal. Some members thought that there should be more clarity in the introduction section. Some questioned the needs assessment portion of the proposal. Many questions were asked which Aviva fielded.

A motion was made to table the proposal and invite Melissa Sreckovic, Coordinator/Special Education Program, to the meeting to answer additional questions. No support for the motion was received. A vote was taken to approve the proposal as it stands. The proposal was unanimously approved.

Provost Report ► At the next meeting Provost Knerr will provide the Committee with an update of the Graduate Program Approval Process proposal.

Provost Knerr provided an overview of Winter 2017 Enrollment which was recently sent out to campus. He indicated that we are going to extend the Merit Scholarship Program to transfer students. He also noted that we need to develop a different strategy in terms of recruitment/retention of international students and make some changes in housing.

The remainder of the agenda items was tabled until the next meeting. The meeting adjourned at 4:35 p.m.