

**BOARD MEMORANDUM**

**TO:** Board of Regents  
**FROM:** Greg Nichols  
**DATE:** June 1, 2005  
**SUBJ:** Draft Work Plan Focus Areas and Regents Schedule Outline for 2005-2006

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**Recommended Action:**

Discuss and adopt an annual work plan outline for the Board spelling out key focus areas and a draft schedule of preliminary activities for Board meetings the next 12 months.

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**Executive Summary:**

Two documents are attached to this memorandum. The first is a draft of work plan focus areas as recommended by Board leadership, as a result of discussions at the April Board retreat, and in consultation with individual Board members during the past month. This two-page document is intended, in six or seven brief points, to set out focus areas for Board attention in the coming year, underneath the broad umbrella of strategic plan priorities, statutory mandates, and budgetary resource allocations.

The proposed Board focus areas in 2005-2006 include:

- Implementation and expansion of the Partnership for Transformation and Excellence Plan
- Stimulating economic growth in Iowa by increasing economic development efforts and communication
- Provide greater oversight and direction in property and facilities planning and management
- Better integrate federal relations and federal funding into Board planning and oversight
- Provide more governance to University of Iowa Hospitals and Clinics
- Increase the pace of continuous improvement efforts and process change in operations and management of Regent institutions and Board operations

The second document is a two-page chart that gives a sense of the anticipated flow of committee meetings, major agenda items,

and 'outreach' activities for each of the Board meetings in the coming year. It is not intended to be totally comprehensive, nor final, since refinement and planning will continue throughout the year, but rather a general view of some of activities anticipated at the Board's meetings in the coming year. It does attempt to integrate highlights of major governance reports, committee meetings, and 'outreach' events planned to date into a comprehensive schedule for the year.

The Board is asked to adopt both documents as the outline of their annual work plan. Taken in combination with emergent committee work plans, these items give a general sense of direction for the months ahead. Both documents represent simply general direction in planning future activities, however, and will be modified as circumstances dictate in the months ahead.

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**Background:**

In June 2004, the Board approved a list of 13 annual work plan priorities intended to be addressed in the twelve months ending in May 2005. This was the first such effort undertaken by the Board in recent history. Additionally, the Board adopted an outline of the schedule for activities at meetings to be held during that period of time.

At the Board retreat in April 2005, the Executive Director provided a review of those goals and progress to date on each. After discussion that day and subsequently by individual Board members, a determination was made by Board leadership to pursue a similar process of identifying priority focus areas for 2005-2006.

The attached documents are a result of collaboration between Board members and staff in discussions about potential issues, events, and agendas for the Board and committees. It is anticipated that these general outlines will be modified as needed in the months to come. It is also assumed that, once adopted, these documents, along with the strategic plans and budgets, will be an important part of decision making within the Regent enterprise in the year ahead.

BOARD OF REGENTS 2005-2006  
WORK PLAN FOCUS AREAS

The Board of Regents, State of Iowa, reaffirms its 2004-2009 strategic plan priorities of high-quality education, research, service, and public accountability in its 2005-2006 work plan priorities.

The Board believes that the Regent institutions should be leaders in providing education, innovation, and public service that improve the lives of citizens and the economic vitality of the state. The Board is committed, in the year ahead, to focus on the following specific goals:

Implement and expand the Partnership for Transformation and Excellence.

- Assure and document internal budgetary reallocations are made to priority areas.
- Seek additional areas for business process efficiencies.
- Engage Iowa business leaders to help identify further areas for administrative efficiencies.
- Build public support for the Partnership Plan, including a focus on improved outreach and better communications.

Stimulate economic growth in Iowa by increasing economic development efforts of the Regent institutions and communicating their results.

- Gather information to better demonstrate to the public the diverse ways the universities strengthen Iowa's economy and to build greater support for Regent economic development efforts.
- Help the institutions become more nimble and active in working with businesses and state initiatives in economic development.
- Identify and pursue a few new strategic, high-impact endeavors to further demonstrate Regent commitment to Iowa's economic growth and quality of life.

Provide greater oversight and direction in property and facilities planning and management.

- Develop thresholds for approval of new building construction financing plans.
- Establish clear directions related to deferred maintenance goals and internal funding strategies and explore partnership efforts with the state in this area.
- Consider additional strategies and policies to better use existing facilities on the campuses.

Better integrate federal relations and federal funding into the structure of Board planning and oversight.

- Examine and evaluate processes, priorities, and funding streams from federal sources to the Regent institutions.
- Explore alternatives to enhance Board oversight of federal activity.
- Implement necessary process and policy changes in fall 2005.

Provide more governance to the University of Iowa Hospitals and Clinics.

- Implement process change to “full Trustees” meetings and increase Board time devoted to UIHC issues.
- Provide more complete and timely future policy direction and oversight on key issues.
- Resolve Wellmark contract issues.

Increase the pace of continuous improvement efforts and process change in operations and management of the Regent institutions and Board operations.

- Increase the focus of Board members and Board meetings on broad policy concerns, long-term goals, “benchmarking” of goals and results, and maximizing resources to achieve priority goals.
- Delegate to staff the handling of routine and lower priority matters.

**BOARD MEMORANDUM**

**TO:** Board of Regents, State of Iowa  
**FROM:** Gregory S. Nichols  
**DATE:** June 1, 2005  
**SUBJ:** Board of Regents Meeting Schedule – Draft Outline

June 13-14, 2005 ISD	August 3-4, 2005 Davenport	September 14-15, 2005 UNI	November 2-3, 2005 SUI	December 14-15, 2005 ISU
<u>Governance Activities:</u> FY06 Operating Budgets Supplemental Tuition Proposals Board FY06 Focus Areas Strategic Plans – Universities P&S FY06 Pay Plans Faculty and Extra Curricular Pay Quarterly Investment Report UIHC Trustees Executive Evaluations  <u>Committees:</u> Education and Student Affairs Investment Property and Facilities  <u>Outreach:</u> ISD Tour	<u>Governance Activities:</u> Administrative Efficiencies and Reallocations Report FY04 State Audit Reports Annual Distance Education Report UIHC Trustees Executive Evaluations  <u>Committees:</u> Audit and Compliance Economic Development Human Resources Property and Facilities  <u>Outreach:</u> Quad Cities Leaders Reception	<u>Governance Activities:</u> Preliminary Legislative Program FY07 Appropriations Requests Five-year Capitol Program Annual Academic Program Review / Student Outcomes Assessment Report Personnel Reports: Retirements, Resignations, Terminations, Regent Merit System, Salaries, Fringe Benefits IBSSS Work Plan Quarterly Investment Report UIHC Trustees  <u>Committees:</u> Education and Student Affairs Investment Property and Facilities  <u>Outreach:</u> Black Hawk County Leaders UNI Faculty/Staff Reception Special Event: Guest Lecture	<u>Governance Activities:</u> Administrative Efficiencies and Reallocations Report Final Legislative Program Base Tuition Discussion Annual Economic Development Report FY05 Comprehensive Fiscal Report Performance Indicators Report / Discussion UIHC Trustees  <u>Committees:</u> Audit and Compliance Economic Development Human Resources Property and Facilities  <u>Outreach:</u> Iowa City Area Leaders SUI Faculty/Staff Reception Regent Faculty Awards	<u>Governance Activities:</u> Federal Relations Report Base Tuition Discussion / Decision Fall Enrollment Report Annual Graduation / Retention Report Annual Diversity Report Quarterly Investment Report UIHC Trustees Meeting with State Board of Education Executive Evaluations  <u>Committees:</u> Education and Student Affairs Investment Property and Facilities  <u>Outreach:</u> ISU Faculty/Staff Reception Regent Staff Awards

February 1-2, 2006 Des Moines	March 22-23, 2006 Des Moines	May 3-4, 2006 Lakeside Laboratory	June 21-22, 2006 SUI
<p><u>Governance Activities:</u> Facilities Governance Report Legislative Update UIHC Trustees Executive Evaluations</p> <p><u>Committees:</u> Audit and Compliance Economic Development Human Resources Property and Facilities</p> <p><u>Outreach:</u> Event with Student Leaders (or in March)</p>	<p><u>Governance Activities:</u> Election of Board President and President Pro Tem for 2006-2008 Legislative Update Residence Systems: Five-year Plans, Preliminary Rates Annual Financial Aid Report and Regent Financial Aid Study Quarterly Investment Report UIHC Trustees</p> <p><u>Committees:</u> Education and Student Affairs Investment Property and Facilities</p> <p><u>Outreach:</u> State Relations Activity Des Moines Area Leaders (or in February)</p>	<p><u>Governance Activities:</u> Board Planning Session; Final 2006-07 Work Plan Legislative Update Preliminary FY07 Budget Issues Approval of Residence Rates, Parking Rates, Miscellaneous Fees Tour/Discussion of Lakeside Laboratory Faculty Tenure Report UIHC Trustees</p> <p><u>Committees:</u> Audit and Compliance Economic Development Human Resources Property and Facilities</p> <p><u>Outreach:</u> Lakeside Laboratory Friends and NW Iowa Leaders</p>	<p><u>Governance Activities:</u> FY07 Operating Budgets Board FY07 Focus Areas P&amp;S FY07 Pay Plans Faculty and Extra Curricular Pay Quarterly Investment Report UIHC Trustees Executive Evaluations</p> <p><u>Committees:</u> Education and Student Affairs Investment Property and Facilities</p> <p><u>Outreach:</u></p>