

**BOARD OF GOVERNORS**  
**STATE UNIVERSITY SYSTEM OF FLORIDA**  
**Strategic Planning and Academic and System Oversight Committee**  
September 24, 2009

**SUBJECT:** University Work Plans and Annual Reports

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**PROPOSED BOARD ACTION**

Discuss and provide staff with guidance on the components of University Work Plans and Annual Reports.

**AUTHORITY FOR BOARD OF GOVERNORS ACTION**

Section 7(d), Article IX, Florida Constitution; BOG Regulation 1.001

**BACKGROUND INFORMATION**

On August 6, 2009, the Board of Governors (BOG) conducted the first in a series of strategic planning workshops designed to align State, System, and individual university strategic planning and performance monitoring endeavors. The August workshop focused on whether to use a two-step University Work Plan and Annual Report format (as referenced in BOG Regulation 1.001) to consolidate some of the performance monitoring expectations already in place for the universities. Draft templates and an example University Work Plan and Annual Report were provided to Board members to help inform the discussion.

At the conclusion of the workshop, BOG members asked staff to draft a regulation that would codify the expectations for using the University Work Plan and Annual Report processes to monitor university performance on key indicators. They also guided staff to continue working with university liaisons on outstanding issues regarding metrics, data sources, and data definitions. Finally, they requested that some time at the September BOG meeting be spent focusing on two items, as time allows: (1) Each Annual Report should include an executive summary that contains key components specified by the Board of Governors. Which indicators should be included in such a high-level summary (i.e., dashboard), and how should that information be presented? (2) Each Work Plan should include university projected contributions on metrics related to specific System-wide strategic goals identified by the Board of Governors. Which metrics should include university projections? Board staff will provide members of the Committee with an update regarding the work with university liaisons

on metrics, data sources, and data definitions, as well as recommendations resulting from that work. Additionally, staff will share some initial options for how summary Annual Report information might be captured and presented in a manner that would be meaningful and useful to Board members and other constituents. Committee members will have an opportunity to begin to discuss the two items delineated above and to provide BOG staff and university liaisons with guidance as to how to proceed with the development of the SUS planning and performance monitoring system.

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**Supporting Documentation Included:** [Updated drafts of University Work Plan and Annual Report templates will be provided at the meeting.]

**Facilitators/Presenters:** Governor Frank T. Martin  
Dorothy J. Minear  
Daniel Cohen-Vogel