
ITPB Members:

Thank you very much for agreeing to share your individual perspectives on institutional planning with Ruth Sabean and myself. The purpose of scheduling conference calls or in-person interviews with each of you is to gather your perspectives on several general areas of institutional planning. We will compile your comments into a summary of ITPB perspectives and will map the comments into a proposed planning approach on which we can have a focused discussion at the next ITPB meeting. We have developed a set of 8 discussion questions for the individual interviews:

1. What is your definition of strategic planning?
2. What have been your experiences with strategic planning (in any area)?
3. What positive experiences have you had and what about them generated this positive sense.
4. Have you seen any strategic plan (in any area) that you thought was "dynamite"?
5. What planning experiences have you had that were not successful? Why?
6. Please imagine the best possible outcomes that could result from the proposed IT planning. What would it be for UCLA, your department or school and for you?
7. As you think about your own department/school/division and UCLA university wide what are the opportunities, problems or concerns standout as most critical in the next 6-18 months?
8. Do you have other general areas of comment on strategic planning?

We would like to ask that you think about these prior to your scheduled conference call or in-person interview. Thank you in advance for your time. We are enthusiastic about the potential focus your individual comments can bring toward developing an acceptable planning approach, especially when coupled with the general discussions we have had at the past two meetings. Ruth and I are looking forward to discussing these and other points that you wish to bring up.

Jim Davis and Ruth Sabean