Enclosed are the preparation materials for the upcoming ITPB retreat next Tuesday, September 18, from 12:00 to 5:30 pm. The success of the retreat depends on your review of these materials in advance. The agenda assumes this advance preparation.

The upcoming retreat will differ in format from the previous retreat. Whereas the June retreat was more of a brainstorming, thinking about IT session, this next retreat will be a series of consensus building, decision-making sessions with the following overall objectives for the day:

1) Reach consensus on IT strategic direction, principles, and initiatives
2) Identify implications and strategies for going forward
3) Provide input for the development of the dialog plan
4) Establish commitment from the ITPB for the planning efforts to take place during this academic year

Jan Baltzer from Collegis (www.collegis.com) will be our facilitator. She has been involved with our strategic planning process from the beginning, working with us on our external interviews, and has an excellent understanding of our objectives and goals. Please see the annotated Agenda for details on the process and expectations at the end of each session.

In order to meet all of our objectives in the short time that we have, we need you 1) to please come for lunch at noon so that we can begin the meeting promptly at 12:30; and 2) read and think about the following material in your packet prior to the meeting:

1) Agenda for September 18 Meeting

*These three are essential reading in preparation for discussions to reach consensus on strategic direction and principles that will guide decision making:*

2) Strategic Areas of Institutional Emphasis and IT Action (by ITPB Planning Team)
3) Principles: Coordinated Autonomy (by Jim Davis)
4) Possible Scenarios for IT Support (by Alfonso Cardenas and Christine Borgman) – These will not be discussed explicitly, but are example scenarios that could take place as directions discussed are endorsed.

*These two provide supporting documentation:*

5) Overview of Strategic Planning Interview Themes (by ITPB Planning Team)
6) Overview of Strategic Planning Interview Responses (by ITPB Planning Team)

Again, we can only accomplish our goals for the day if everyone takes the time to read this material beforehand. We want to thank you in advance for your understanding and willingness to do so.

Chris Foote  Alfonso Cardenas  Jim Davis
Chair, ITPB  Vice Chair, ITPB  AVC-IT