

# MEG Strategic Planning Retreat Outcome Summary

## Mission and Vision

### **Current Mission** (Here's what we do; why we exist)

The mission of the Guild is to enhance education throughout UMDNJ. The Guild and its members may initiate or promote curricular and faculty development, new educational programs, individual or collaborative educational research, scholarship and innovative methods of teaching, which are subject to the authority and control of the President of UMDNJ or his or her designee and in accord with the bylaws of the University.

### **Revised Mission**

**Enhancing the value and quality of education throughout UMDNJ**

### **Draft Vision** (What we want to be, and how we want to be seen, in the future)

In five years we want to be **recognized as the leader in educational excellence in UMDNJ and beyond.**

- By serving a primary advisory/partnership role in major educational and leadership decisions
- By promoting faculty development (teaching skills, mentorship)
- By encouraging innovation and educational scholarship/research)
- By enriching the student educational experience

## Goals

**Goals** – Broad and far reaching in scope, and move the organization closer to its vision  
**Strategies** – Broad statements on *how* the goals will be fulfilled  
**Action plans** – Specifically *what* will be done, by whom, and when

**Goal 1.0** Improve internal organizational structure and effectiveness of MEG

**Goal 2.0** Increase impact and visibility of Guild with administration, faculty and students

**Goal 3.0** Facilitate teaching and education excellence for faculty and students  
(Infrastructure)

**Goal 4.0** Increase emphasis on teaching as valued role in mission triad

**Goal 5.0** Expand active participation of MEG members

## Goals 1- Improve internal organizational structure and effectiveness of MEG

<b>STRATEGIES</b>	<ul style="list-style-type: none"> <li>• Review existing infrastructure</li> <li>• Hire support staff or executive officer (paid for by UMDNJ)</li> <li>• Recruit members willing to work</li> <li>• Better educate new members about responsibilities               <ul style="list-style-type: none"> <li>➤ Outline clear expectations for inductees-clear understanding of the role of a MEG member</li> <li>➤ Create a buddy system for new inductees</li> <li>➤ Create a handbook of “how to do” for incoming officers</li> <li>➤ Develop a welcome orientation packet</li> <li>➤ Create an orientation/checklist for new officers</li> <li>➤ Articulate terms for committee service (role and communication pathway needs to be defined)</li> <li>➤ Set minimum meeting requirement for active membership</li> </ul> </li> <li>• Create continuity in various committees (rotate members to eventually chair committee)</li> </ul>
<b>ACTION ITEMS</b>	<ol style="list-style-type: none"> <li>1. Determine team composition</li> <li>2. Conduct SWOT analysis as needed</li> <li>3. Review existing infrastructure (Board and Joel Martin; June 10)</li> <li>4. Hire support staff/exec officer-define role, meet with Drs. Owen and Rogers (Kai, Sandra, Debra, Kerry; immediate start)</li> <li>5. Create handbook-sections for officers, members, incoming members</li> <li>6. (Kai, Sandra; third week in Sept, (checklist by Kai by June meeting).</li> </ol>
<b>RESPONSIBILITY</b>	<ul style="list-style-type: none"> <li>• Team leader: Kai</li> <li>• Members: Debra, Kerry, Nancy W.</li> </ul>

## Goals 2- Increase impact and visibility of Guild with administration, faculty and students

<p><b>STRATEGIES</b></p>	<ul style="list-style-type: none"> <li>• Establish a place <i>at the table</i> for MEG re: education leadership decisions (e.g., role in Dean selection, meeting with Council of Deans)</li> <li>• Establish regional campus-centered MINI MEGS (to maximize impact of local efforts; with direction from parent)             <ul style="list-style-type: none"> <li>➢ Sponsor local education research interest groups (not limited to MEG members)</li> <li>➢ Sponsor campus-based welcome receptions for new members</li> <li>➢ Mentor junior faculty</li> <li>➢ As a resource for those applying for education-related grants</li> </ul> </li> <li>• Develop a new faculty orientation             <ul style="list-style-type: none"> <li>➢ Add MEG members as part of the new faculty orientation template</li> <li>➢ Develop ways to use it for access to junior faculty for exposure to MEG</li> <li>➢ Use for educating nominees</li> </ul> </li> <li>• Develop a marketing plan             <ul style="list-style-type: none"> <li>➢ Create a brochure!</li> <li>➢ Develop press releases</li> <li>➢ Develop a regular <i>MEG Column</i></li> <li>➢ Develop MEG book - <i>The MEG Guide to the Teaching Galaxy</i></li> <li>➢ Establish a national presence outside of UMDNJ</li> <li>➢ Engage foundation in promoting outside visibility of MEG and in increasing teaching \$\$\$\$</li> <li>➢ Identify ways to recognize members                 <ul style="list-style-type: none"> <li>○ Pomp and circumstance (e.g. September reception)</li> <li>○ Standing at commencement</li> <li>○ Oldies in stand collectively recognized at induction ceremony</li> </ul> </li> </ul> </li> <li>• Expand, maintain, improve websites             <ul style="list-style-type: none"> <li>➢ Establish blog with teaching pearls and calendar</li> </ul> </li> </ul>
<p><b>ACTION ITEMS</b></p>	<ol style="list-style-type: none"> <li>1. Determine team composition</li> <li>2. Conduct SWOT analysis as needed</li> <li>3. Maintain and upgrade website (Kerry; ongoing)</li> <li>4. New Faculty Orientation-PowerPoint presentation about MEG, to give to each school, (Nick; get approval at June meeting, have members at large present)</li> <li>5. PR/Marketing – Finalize brochure (Judy) and review and approval at June meeting</li> <li>6. MEG update presentation to council of deans, President (in person) Kai to find out date of meeting</li> <li>7. Local (mini-MEGs) promote campus/school-based activities with guidance from mega-MEG. Info-gathering survey, sharing, identify gaps and opportunities (Laura and Rich - 1 year)</li> </ol>
<p><b>RESPONSIBILITY</b></p>	<ul style="list-style-type: none"> <li>• Team Leader: Nick</li> <li>• Representation from all campuses: PR Members</li> <li>• Members: Laura, Rich, Nick, Judy, Kerry</li> </ul>

## Goals 3 - Facilitate teaching and education excellence for faculty and students (Infrastructure)

<b>STRATEGIES</b>	<ul style="list-style-type: none"> <li>• Promote quality education with measurable standards               <ul style="list-style-type: none"> <li>➤ Establish workshops for enhancing teaching effectiveness</li> <li>➤ Continue spring symposia to expose innovations in education</li> <li>➤ Sponsor annual MEG education and resource day to highlight best teaching practices</li> <li>➤ Sponsor brown bag lunches with other faculty and students</li> <li>➤ Sponsor Grand Rounds</li> <li>➤ Share ideas on teaching techniques</li> <li>➤ Create education scholarship interest groups on each geographic campus</li> <li>➤ Develop new teaching techniques to coincide with the way students learn today</li> <li>➤ Sponsor MEG members to attend national meetings on education to bring back and teach at UMDNJ</li> <li>➤ ID best practices</li> <li>➤ Create an (infrastructure) coordinator</li> </ul> </li> </ul>
<b>ACTION ITEMS</b>	<ul style="list-style-type: none"> <li>• Maintain and expand faculty development effort               <ul style="list-style-type: none"> <li>➤ Maintain present activities delegated to program committee (annual)</li> <li>➤ Expand school-level activities delegated to members at large (each plans small scale brown-bag type event addressing local needs). Point person (sort of): Marc (NGDGU)</li> </ul> </li> <li>• Education scholarship and research               <ul style="list-style-type: none"> <li>➤ Encourage development of funding support/grants for awards for scholarship and research for new techniques/approaches (awarded ideally by MEG members). Consider expanding dental school model. MEG members local to school. (Nancy S.)</li> </ul> </li> <li>• Disseminating best practices (Barbara G. and Craig)               <ul style="list-style-type: none"> <li>➤ MEG sponsored newsletter</li> <li>➤ As an element of university publication, it supports visibility</li> </ul> </li> </ul>
<b>RESPONSIBILITY</b>	<b>Team:</b> Craig, Barbara, Marc, Nancy S.

## Goals 4- Increase emphasis on teaching as valued role in mission triad

<b>STRATEGIES</b>	<ul style="list-style-type: none"> <li>• Establish a role for MEG in A&amp;P process               <ul style="list-style-type: none"> <li>➤ Enhance MEG role in rules/application processes</li> <li>➤ Include MEG letter of recommendation in packet</li> <li>➤ Increase emphasis on teaching re: tenure track consideration (should be a % of total)</li> <li>➤ Add component on importance of teaching to the evaluation</li> <li>➤ Encourage MEG members to volunteer for A&amp;P committees</li> <li>➤ Make public A&amp;P procedure that rewards teaching</li> </ul> </li> <li>• Assist in writing teaching portfolios</li> <li>• Give MEG a more prominent position in annual report (i.e., new inductees, MEG activities)</li> <li>• Create a UMDNJ publication annual report similar to Research Highlights that focuses on educational accomplishments</li> </ul>
<b>ACTION ITEMS</b>	<ol style="list-style-type: none"> <li>1. Review results from survey</li> <li>2. Communicate mission, vision</li> <li>3. Team review</li> <li>4. Communicate goals</li> <li>5. Solicit participation</li> <li>6. Enhance engagement for each group beyond retreat attendees</li> </ol>
<b>RESPONSIBILITY</b>	<p><b>Team:</b> Ginette, Elaine, David K, Nancy K.  <b>Invited:</b> Gloria, Vic S, Frank Filipetto, Bernadette</p>

## Goals 5- Expand active participation

<b>STRATEGIES</b>	<ol style="list-style-type: none"> <li>1. Review results from survey</li> <li>2. Communicate mission, vision</li> <li>3. Team review</li> <li>4. Communicate goals</li> <li>5. Solicit participation</li> <li>6. Enhance engagement for each group beyond retreat attendees</li> </ol>
<b>ACTION ITEMS</b>	
<b>RESPONSIBILITY</b>	