

# The University of Texas System

## Schedule and Guidelines for Compact Updates Covering FY 2007 and 2008

### COMPACT DRAFT DEVELOPMENT PROCESS AND SCHEDULE

- **Compact briefings.** Overviews and updates about the overall Compact Process will continue to be made for the System Council, and Councils of Academic and Health Presidents.
- **Institutional consultation.** It is vital that each institution consult actively with its faculty, staff, students, and appropriate external constituencies throughout the updating process. The Compact includes a section to describe the consultation strategies the institution used to prepare this document.
- **System consultation.** In consultation with the president, the executive vice chancellors will set preliminary meetings with each president and, as appropriate, other institution and system staff, to review the current compacts, and discuss relevant issues and plans for the updates that will be reflected in the drafts. Compact updates need not, and should not, be drafted until each president and staff, as appropriate, has met with respective executive vice chancellors to discuss relevant ideas and issues. Draft compacts will also be circulated to key System offices to review the requests for System support.
- **Compact drafts.** Compact drafts will be prepared by May 1, 2006. The final compact will reflect the mutual discussion and agreement on these issues between the president, his or her respective executive vice chancellor, and the Chancellor.
- **Compact contacts.** Please notify us if your compact liaison has changed. System contacts are:

Overall Compact Process	Dr. Geri Malandra (512-499-4798)
Academic Affairs Liaison	Dr. Pedro Reyes (512-499-4233)
Health Affairs Liaison	Mr. Pat Francis (512-499-4709)
- **Draft submission.** Please submit the draft updated document electronically by May 1, 2006 to: Paula Bales, UT System Office of Institutional Planning and Accountability, pbales@utsystem.edu.

<b>Schedule for Compact Updates Covering FY 2007 and 2008*</b>	
October 2005	Instructions and timeline for updates distributed
Winter 2005-06	Compact meetings (Presidents, Executive Vice Chancellors, others as requested)
May 1, 2006	Draft updates are due
June – July 2006	Consultation with staff on drafts, as needed
July – August 1, 2006	Compact drafts covering FY 2007 and 2008 are finalized
August 1 – 15, 2006	Compacts reviewed and approved by Chancellor
September 2006	Compact updates distributed to Board of Regents and posted on Web

*\*Since budget hearings will be held in late March, the current compacts will be used as background for the meetings.*

## FORMAT AND CONTENT:

### Format:

Compact updates should be based on the Word documents approved and sent to presidents and compact liaisons in August 2005; copies will be distributed to institutions again in winter 2006. Please do not alter the formatting in the document. **The compact update need not be longer than ten to fifteen pages**; suggestions for maximum length of each section appear below. The UT System Office of Institutional Planning and Accountability, working with the Offices of Academic and Health Affairs, will edit, proofread, and add sections as appropriate (see below) to the final draft.

Content: *Please note changes in suggested length of sections, and in content of Sections II and V.*

### **I. Introduction: Institution Mission and Goals** (1 page)

Update only if changes have been made: a succinct (one-page) synopsis of your institution's mission and scope.

### **II. Major Ongoing Priorities and Initiatives: Updates** (5 to 8 pages)

#### Progress updates:

Major short-term and ongoing priorities and initiatives: update only if changes are being proposed or have been made. For any new or significantly changed initiatives, provide succinct descriptions of scope, objectives, specific strategies, resources, and specific progress measures. For ongoing priorities, note any major obstacles to progress, if any.

**Emphasis should be on progress and metrics: the measures and analysis of specific results of the initiatives, including quantitative data where available or brief descriptions of progress that occurred since last year's compact** (to the extent data are available when the update is submitted).

#### Format for progress measures:

For progress updates on those initiatives with specific goals or targets and quantitative information, please insert a data table in the text. Below is an example of format; content will vary by institution.

Progress Measure	Report
One-year retention rate for first-time full-time degree seeking freshmen entering in Fall 2004 compared to the Fall 2002 cohort. Goal: 70% by 2008	Entered Fall 02, retained in Fall 03: 70.4% Entered Fall 03, retained in Fall 04: 68.8%
Graduation rate: increase six-year graduation rate to 50% by 2015	AY02-03: 30% AY 03-04: 32% AY 04-05: 35%
Number and percent of FTE tenured/tenure-track faculty holding extramural grants in FY2006 compared to FY2004. Goal:50% in 2010	FY02: 114 or 24% FY03: 108 or 22% FY04: 133 or 27%
Total research expenditures in FY2006 compared to FY2004. Goal: \$30 million in 2010	FY02: \$21,072,961 FY03: \$23,314,937 FY04: \$22,417,131
Total federal research expenditures in FY2006 compared to FY2004. Goal: \$20 million in 2010	FY02: \$7,923,657 FY03: \$7,993,576 FY04: \$11,093,256
Number of patents filed in FY2006 compared to FY2004. Goal: 15 in 2010	FY02: 5 FY03: 11 FY04: 9
PhD track students as percentage of total graduate student population in Fall 2005 compared to Fall 2003. Goal: 25% by 2010	Fall 02: 10.8% Fall 03: 13.4% Fall 04: 13.9%

For progress that is best illustrated with comparisons between the previous year and this year, or more descriptively, you may insert a narrative summary in the text, i.e.:

<p>Progress:</p> <ul style="list-style-type: none"><li>▪ Reduced average length of stay from 5.2 to 4.9 days from 2004 to 2005.</li><li>▪ Cost per case decreased by 3.5 percent from 2004 to 2005.</li><li>▪ Un-sponsored patient admissions increased by 15.7 percent from 2004 to 2005.</li><li>▪ Sponsored patient payor mix decreased by less than 1 percent.</li><li>▪ Institutional operating margin decreased.</li><li>▪ Received Magnet Recognition by the American Nurses Credentialing Center of the American Nurses Association, recognizing UTxx's excellence for nursing and quality patient care.</li><li>▪ Received 2004 Community-Campus Partnerships for Health award.</li><li>▪ Developed legislative strategies to restore indigent care support and improve correctional managed</li></ul>
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### New initiatives:

For any new priorities/initiatives, provide succinct descriptions of:

- **Objectives:** Objectives and timeframe of the initiative. Note the relation to institutional goals and the relation, if any, to System and/or State goals: improving graduation rates; collaborations among health and academic institutions; increasing research funding; tangible marks of academic and health care excellence.
- **Strategies:** Actions taken and planned to achieve stated objectives.
- **Resources:** As relevant, briefly summarize the institutional investment in the initiative, including past allocations and proposed resource plans.

### **III. Future Initiatives of High Strategic Importance** (2 pages)

Provide brief updates on up to three highest-priority potential initiatives for the next ten years. Present the institution's thinking about the priority and scope of each initiative.

- **Objectives:** Note the relation to institutional goals and the relation, if any, to System and/or State goals: collaborations among health and academic institutions; *Closing the Gaps* student access and success goals; increasing research funding; tangible marks of academic and health care excellence.
- **Strategies:** Actions to be taken.
- **Resources:** Proposed financing.
- **Progress Measures:** Explain briefly how you would evaluate the outcomes and measure results, e.g., quality of faculty hired; faculty retention data; quality of students; graduate placements; national and/or regional rankings or attention.

### **IV. Unexpected Opportunities or Crises** (1 paragraph)

If relevant, briefly discuss any opportunities or crises that your institution is pursuing, that arose in the past year outside of the Compact framework, that have had an impact on the priorities and actions your institution is taking to address its high-priority initiatives.

### **V. System and State Priorities** (1 page)

If you have not addressed the following topics in Sections II – III, briefly update your institution's response to the following System priorities:

- All institutions: Describe progress in establishing and pursuing collaborations with fellow UT System academic and health-related institutions.
- Academic institutions: Describe the institution's plan to improve graduation rates, including specific improvement goals over time, and specific outcomes compared with last year.
- Health-related institutions: Describe your responses to the need for plans to address the following, and specific metrics compared with the previous year (as available):
  - a. increased growth in student enrollments;
  - b. uncompensated health care;
  - c. establishment of new patient care product lines.

### **VI. Compact Development Process** (1 paragraph)

Describe the internal process your institution has used to develop its Compact draft. What was the consultation process? Which groups were invited to provide ideas? Note: consultation with faculty and key institution administrative officers is required.

## **VII. System Contributions** (1 paragraph)

Please review, update, and comment on the results of the list of services the UT System is asked to provide in support the institution's initiatives, e.g., assistance with development, facilities planning, governmental relations, academic program development, etc.

## **VIII. Appendices** (2 – 3 pages)

The appendices are designed to provide a ready reference to data that will help provide a broad context for the discussion of priorities in the Compact.

1. Budget Summary (will be inserted by the UT System Office of Institutional Planning and Accountability): Overview of key revenue streams and expenditures by category
2. Statistical Profile (will be inserted by the UT System Office of Institutional Planning and Accountability).
3. Institution-Specific Information: e.g., results of surveys; peer comparisons; other special studies that reflect the institution's unique context and characteristics (by the institution).
4. Links to Web Resources: e.g., institutional data profiles; program Web sites, etc. (by the institution, if desired).

## **BACKGROUND ON THE COMPACT PROCESS.**

In 2004, The University of Texas System initiated its Compact Process to develop succinct written agreements between the Chancellor and UT institution presidents that summarize the institutions' major goals and priorities, strategic directions, and critical issues. The Compacts lay out specific, short- and intermediate-term action plans necessary to achieve important goals, summarize progress and specific outcomes, and articulate the System Administration's commitments to support particular initiatives.

The Compacts provide a key element for a System-wide, consistent and integrated planning framework. They document an institution's vision and the strategic and tactical decisions and actions planned and taken to achieve that vision. They demonstrate how institution-level decision making aligns with institution and System goals, show how institutions make decisions and allocate resources in support of their goals and priorities, support ongoing process improvement, and record the System's role in supporting these priorities.

Unlike regulations, the Compact Process does not impose a single set of rigid rules on each institution. Within a standard format, each Compact reflects the unique goals, character, and consultation at each institution. Although not expected or required, institutions may choose to develop Compacts at the college/school/department level as well.

Compacts provide a written record of agreements based on consultations on goals, priorities, and implementation plans between presidents and the faculty, staff, and students at their institutions, and from an ongoing, iterative, and collaborative process of communication between institution presidents, the executive vice chancellors, and the Chancellor's office.

This process also documents requested assistance that the System Administration will provide to institutions, for instance, help with particular development, facilities, governmental relations, program development, or management issues. Potentially, the Compacts will also provide a framework for allocating central funds in support of System priorities.

They serve a number of management and communication purposes:

- As tactical documents, the Compacts provide an operational view of an institution's key activities over the period of one to two years.
- As management tools, they provide a context for review of academic program proposals, capital requests, and other opportunities an institution may encounter alone or jointly.
- As communication tools, they collect information in one place, and show the relationship among all key goals and issues.

## **RELATION TO OTHER PLANNING ACTIVITIES**

The Compact framework fosters a shared plan and vision, and helps develop and articulate pressing issues and standards of excellence for each institution and for the System as a whole. The process must engage faculty, staff, and students in local-level decision making.

- Compacts outline specific practical, shorter term, and intermediate steps toward an institution's longer range plans; as such, they must align with and complement, but will not replace, an institution's long range strategic plans.
- They relate to but do not replace the President's annual work plan and reports, which focus on the specific activities an individual President plans to do within a given year.
- The Compacts must align as well with budget planning.
- They should also relate to the System's broader accountability and performance framework.
- When final, they are public documents, distributed to the Board of Regents, posted on the Web, and available for reference within or outside the UT System. See <http://www.utsystem.edu/ipa/compacts/homepage.htm>.