



MINNESOTA STATE

# Request for Proposals: System Strategic Planning and Visioning for Equity and Inclusion

## PURPOSE

The Minnesota State College and Universities System represents the fourth largest higher education system in the United States and is the largest provider of education in Minnesota. Boasting the most diverse student population in the state, including the largest population of American Indian and students of color, Minnesota State is committed to addressing educational disparities and impacting the opportunity gap. Prioritizing student success and completion and organizational diversity, the Office of Equity and Inclusion **seeks a firm or individual to support a system office strategic planning process**. Demonstrated success in guiding and executing strategic visioning and planning with large scale, multi-institution organizations is required along with prior experience focused on projects addressing diversity, equity, and inclusion. Through the development of a **strategic equity plan**, the Office of Equity and Inclusion aims to identify and leverage meaningful opportunities to impact system equity and inclusion goals.

The selection committee welcomes proposal by electronic submission by February 15, 2019 to Ka Her ([ka.her@minnstate.edu](mailto:ka.her@minnstate.edu)). Following the submission of a proposal, vendors may be invited to make a short presentation, followed by questions with the selection committee in late February 2019.

## WHO SHOULD RESPOND

The Office of Equity and Inclusion seeks a firm or individual who has demonstrated experience in successfully developing multi-organization strategic plans, has strong facilitation and cultural competence skills, and has proven experience with shared-governance organizations and a strong understanding of the structure and mission of the Minnesota State System.

## PROJECT SCOPE

The selection committee has identified the critical elements identified below as areas of focus for this project. Interested firms or individuals are encouraged to modify and/or add to the list if they believe modifications/additions bring additional value and support to the project.

The Office of Equity and Inclusion prioritizes a strategic plan that emphasizes the following:

- Comprehensive equity and inclusion goals and metrics that impact
  - Academic planning and student outcomes
  - Hiring and talent management

- Budget/financial sustainability
- Community partnerships and engagement
- Compliance and policy

## PROJECT EXPECTATIONS

A successful strategic plan should include the following elements:

- The design and implementation of a comprehensive plan centrally executed with actionable goals and expectations to guide system-wide strategy and support campus operations.
- The planning process should prioritize broad stakeholder accountability and engagement.
- An assessment and accountability plan for execution.

## PROPOSAL REQUIREMENTS

- Vendors submitting proposals must include a statement of their knowledge and understanding of the Minnesota State Colleges and Universities System.
- Knowledge of visioning and strategic planning in higher education, preferably state, public institutions, including community and technical colleges.
- Direct focus on the impact of equity and inclusion in the visioning and strategic planning process.
- Experience as an individual or firm conducting visioning and strategic planning with large scale, multi-institution organizations (complex-systems). *Please indicate whether the firm is a small or woman- or minority-owned business.*
- Resumes of all staff to be assigned to the project and specify the project manager. Education, position in firm, years and type of experience, continuing professional education, etc. will be considered. Vendor is not able to sub-contract out any of the work without the pre-approval of the sub-contractor by Office of Equity and Inclusion.
- All-inclusive price quotation, complete with itemized break-down of expenses.
- Timeline to complete the strategic planning process and provide final plan/report by August 30, 2019 inclusive of work to be performed, estimated hours, and other pertinent information.
- Proposals should not exceed 12 pages.

## ADDITIONAL REQUIREMENTS/EXPECTATIONS

- Provide regular updates to the Assistant Chief Diversity Officer, Dr. Josefina Landrieu, and monthly updates for Chief Diversity Officer, Dr. Clyde Wilson Pickett, Chancellor, Devinder Malhotra, Board of Trustees and other key stakeholders.
- Present the final plan to the Chancellor's Cabinet and Board of Trustees.

For questions, please contact Josefina Landrieu, Assistant Chief Diversity Officer at 651-201-1475 or via email at [Josefina.landrieu@minnstate.edu](mailto:Josefina.landrieu@minnstate.edu)