

Strategic Planning Retreat August 14, 2015

4 hours - breaks every hour - 5 minutes

Pre-work - read through Barton Planning Process, Strategic Planning Framework, Timeline (Documents on Website Click [Here](#)) - we will provide handouts at Retreat

10 minutes greeting and orientation

Items to address

1. Review current plan and make sure everyone understands how to move forward. Also how to make changes.

High level who does what

Board

- Approves Strategic Framework
- Receives monthly updates
- Provides input

President, VP, Dean of Administration, Dean of Information Services

- Manage strategic development of college's financial resources
- Allocate resources to support critical ongoing operations and special improvement projects

Executive Leadership Council

- Defines Strategic Framework
- Defines Core Priorities (4)
- Defines Goals (8) 2 for each Core Priorities
- Develops the strategic plan

Presidents Staff

- Monitors plan monthly
- Changes strategic plan when necessary
- Manages strategic plan implementation

VP, Academic Deans & Student Services

- Produce Academic/Student Services provides unified division plan (Plan of Work for 2 years) in collaboration with department leaders

Division/Department leaders

- Define support plans (tactical) for Academic/Student Services Plan of work
- Shape institutional strategy
- Improve processes
- Identify both long and short term improvements
- Define how limited institutional resources need to be allocated
- Develop formal performance management plans

Timeline

1. VP, Academic Deans & Student Services lead collaborative planning meetings from August to December

- These meetings advance the Executive Leadership planning retreat goals
- Produce Academic/Student Services Plan of Work (2 years)
- Process should also produce division or support plans

2. Presidents Staff engage in Monthly research meetings from August to December

- These meetings focus on critical issues that will influence the future of the college in such areas as Student Success, Enrollment & Retention and Finance

3. All departments conduct reviews/program reviews & strategic budget development January through May

- These reviews focus on Academic/Student Services Plan of Work

4. Dean of Information Services and other leaders

- Monthly brief Board on status of plans and solicit feedback
- Provide planning information at Professional Conference Days, division/department meetings

College KPI's and other metrics

Indicators are derived from the END statements - 9 END Statements align with the college's Core Priorities

KPI – a key performance indicator (KPI) is a business metric used to evaluate factors that are crucial to the success of an organization.

All College Maturity Scale Meeting(s)

Maturity Scale - Board ENDS - HLC core criteria

- Discuss how/when to conduct meetings

