ATTACHMENT A

TEAM ACTION PLANS AND REPORTS
(FROM BLACKBOARD SITE)

President's Office

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President's Office

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Documents posted by the President's Office will be available here.

Long-Term Plans

Long-Term Plans

As we continue work on our short-term action plans, I wantedto communicate the approach for the approximate 46 long-term plans. I felt thatit would be in our best interest not to push the long-term plans on top of theaction plans as they were being implemented this spring. I kept remembering what Joe Zolner hadsaid—"it's more important to manage energy versus time."

Therefore, as work continues on the implementation of theshort-term action plans, I will pull together a representative team from acrossthe groups to study and align the long-term plans as we move forward. Myhope is that the team would complete its work by the end of the summer in order to integrate efforts as we move into the 2012-2013 academicyear.

As always, thank you for your contributions to this veryimportant project.

Larry Minks

Reference Materials SMART GOAL.docx

Enabled: Statistics Tracking

Reference Documents - Finance Model.pdf

Enabled: Statistics Tracking

Summary from Administrative Council Exercise.docx

Enabled: Statistics Tracking

SE Professional Development Program Action Plans

Enabled: Statistics Tracking

Reminder

Enabled: Statistics Tracking
Just a reminder-

Please upload any documents/minutes, etc, completed by your group on the Backboard site to keep the communication flowing. It has been exciting to see the different initiatives that are being discussed, reviewed, and implemented. It is important that we remain vigilant with focus and communication as we work through the action plans.

Keep us informed as you progress through your plans! We want to keep our campus community engaged and informed!

True Blue Thursdays

Enabled: Statistics Tracking

SMART GOAL SETTING

REFERENCE

S = specific

M = measurable

A = action

R = Results

T = timely

WORKSHEET EXAMPLE

SMART GOAL				
Priority	Action Item	Who	Start Date	End Date
% Complete	Status			

Group 1- Action Plan
Theme - Academic

Facilitators: Jerry Polson, Lucretia Scoufos

Objective: Create a proactive academic environment which is fiscally efficient, sensitive to the marketplace, and committed to the university mission of academic excellence.

Resources/Inputs

- Cross-Discipline Committee of Faculty, Staff, and Administration charged to pursue the Objective
- Program Cost Data
- Number of Program Graduates
- Number of FTE Faculty in Program
- Number of Student Credit Hours Produced by Program
- Program Review Reports
- History of Adjunct Usage

Activities

- Gather Pertinent Data
- Analysis of Data
- Present Data in a Usable Format

Outputs

- Program Cost/Graduate
- Program Cost/FTE Faculty
- Program Cost/SCH
- Program's Service to the University

Outcomes

- Determine the Quality and Viability of Academic Programs
- Determine Program Relevance to University Mission
- Possible Program Consolidation, Modification, or Termination

Impact

- Potential Curriculum Modification
- Reassignment of Program Faculty
- Reallocation of Funds
- Additional Faculty and Financial Support for Growing Programs
- Ability to adjust more quickly to a Changing Marketplace

Group 2- Action Plan
Theme – Civic Engagement

Facilitators: Michele Campbell, Kyle Stafford

Objective: Transform SE Culture by Promoting Responsible Citizens within SE Family

Resources/Inputs
- Existing Survey of Civic Engagement
- Website
- Gina Wekke- Existing Resources for Information
- Press Releases
- Opportunities for Promotion (classes, groups, capstone)
- Educational Opportunities

Activities
Educational Activities designed to Produce Buy-in (College Success, SGA, SSA, Alumni Board, Faculty Senate) Administration Council, Gina Wekke?
- Identify/Establish Team
  -Those Who Want to be Involved
   Team Tasks:
  -Motivation
  -Recognition/Celebration (review current/possible awards i.e. heart of SE)
  -Correlate Service with SE i.e. T-shirt or Button
  -Clearing House/Reporting Mechanism
  -Identify ways to Measure Experience (additional shift)
  -Who Approves?

Outputs
- Kick off Meeting designed to Build Excitement
- "Team" develops Educational Piece
- "Team" develops Data Base of Engagement Opportunities/Methods or Reporting
- Effective PR (i.e. social media vs. newspaper)

Outcomes
- Improved Documentation of Service
- Increased Number of Awards
- Increased Number of PR Pieces
- National and State Recognition
- Improved Connections with Alumni through Increased Money and Percent of Giving
- Increased Number of Work Study Hours utilized for Civic Engagement
- Increased Number of Academic Courses with Service Learning Components
- Increased Opportunities to Recognize Service (i.e. certificates)

Impact
- Improved Morale
- Relationship-Building
- Build Sense of Community and Compassion
- Change Culture
- Heightened Sense of Awareness
- Develop/Maintain Responsible Citizenship
- Build Feelings of Self-Worth
- Increase Loyalty and (money and percentage) of Giving of Alumni
- National Recognition
- Consideration of Changes (degree options, course requirements, graduation transcripts)

Group 3- Action Plan
Theme – I am SE

Facilitators: Claire Stubblefield, Liz McCraw

Objective: I am SE

Resources/Inputs
- People: Students, Faculty, Staff to
  1. Propose Projects
  2. Staff Projects
  3. Web Design/Maintenance
  4. Tech Support
  5. Calendar Support
  6. Coordination
- Finances-
  1. Existing Budgets
  2. Contributions
  3. Other

Activities
- Project Coordination
  - Develop Policies that
    1. Require Advance Approval or
    2. Do not Require Advance Approval
- Project Implementation
- Projects proceed with Volunteers, Equipment and Supplies
- Project Support
  1. Website
  2. Physical Plant
  3. SOLD Program

Outputs
- Completed Projects
  1. Completed Campus Projects
  2. Completed Building Projects
  3. Campus Website Updates
  4. Measureable Results
    - Number of Projects
    - Number of People Engaged
    - Levels of Participation by Group Category

Outcomes
- Team Building
  - Morale, Pride, Enthusiasm
  - Relationship Building
  - Camaraderie
  - Celebration
- Campus Enhancement
  - Appearance and Functionality
- Capacity Building
  - New Skills
  - High Benefit to Cost
  - Tap into Unrealized Skills
  - Leadership Skills Gained

Impact (Internal)
  1. Inspires Future Projects
  2. Engaged Students, Faculty, and Staff
  3. Leadership Skills learned Transfer to other Areas Resulting in Transformation Change
  4. Campus and Buildings Transformed by Collective Impact of Projects

Impact (External)
  1. Students, Faculty, and Staff transfer Skills to Other Organizations
  2. Marketing and Recruitment Benefit
  3. Measureable Increase in giving by Alumni and Friends of the University resulting from Transformational Change of I AM SE!

Group 4 - Action Plan Part 1
Theme – Blue & Gold Days

Facilitators: Keith Baxter, Dan Moore

Objective: Enhance Blue & Gold Day

Resources/Inputs

- Readily available Inventory (shirts, flags, and other symbolic items)
- Communication of Event
- Incentive
- Marketing Staff (or cross-functional team)

Activities

- Generate strategy for enhancing B&G days. This could be expanded to the community and partner businesses.
- Include Faculty and Staff, Students in the Design of the Strategy
- Include Advancement, Special Events and other Offices as well

Outputs

- Clearly communicated plan for enhanced blue and gold days. May need to add the days as an overlay to the university calendar that is in development.
- Enhanced Partnership between College and Community (both internal and external)

Outcomes

- Simple Observation that Everyone is Wearing Blue and Gold
- Blue and gold day Encouraged in the Community

Impact

- Attitude of Support fostered toward Southeastern
- Creates Interest
- Creates Cohesion between different Constituate Groups
- Instills sense of PRIDE
- Enhances IDENTITY
- Encourages TRADITION

Group 4 - Action Plan Part 2
Theme – Mascot

Facilitators: Keith Baxter, Dan Moore

<u>Objective</u>: Establish Mascot

<u>Resources/Inputs</u>

- Funding
- Executive Leadership
- Marketing Staff (or cross-functional team)

<u>Activities</u>

- Establish Committee or Cross-Functional Team charged with Specific Task
- Consider engaging External Marketing firm for Assistance with the Project
- Consider Incentive to Solicit Input (ex: scholarships to students)
- Include External Constituents

<u>Outputs</u>

- Mascots Recommendation (s) or
- Plan for Recommendation

<u>Outcomes</u>

- Visible Southeastern Mascot
- Enhanced Identity
- Solves Identity Dilemma of (past, present, and future)

<u>Impact</u>

- Creates Awareness
- Supports the Identity and Mission of the University
- Fosters Cohesiveness in the Community