2020 Planning Workshops

JUNE-JULY 2020

Overview

Four workshops

Purpose of workshops:

- To begin to draft area-level objectives with intentional focus on metrics to track progress
- To share best practices and knowledge to ensure deans/managers are able to lead the annual planning process within their unit/divisions

June July

Workshop 1 June 10

- 2-hr virtual session
- 15-min sign-on and orientation to tools
- 45-min strategy seminar
- 25-min unit team exercise to identify unit goals
- 25-min full group review and input
- 10-min homework

Workshop 2 July 1

- 2-hr virtual session
- 10-min sign-on and session orientation
- 30-min strategy seminar
- 50-min unit team exercise to identify potential measures
- 20-min full group insights/questions
- 10-min homework

Workshop 3 July 15

- 2-hr virtual session
- 10-min sign-on and session orientation
- 30-min strategy seminar
- 50-min unit team exercise on goals, measures, metrics
- 20-min full group insights/questions
- 10-min homework

Workshop 4 July 27

- 2-hr virtual session
- 10-min sign-on and session orientation
- 50-min review of aligned goals, measures, metrics
- 30-min unit team exercise on monitoring and tracking
- 30-min implementation and closure

Workshop 1 Content

- Review of Existing Strategic Plan
- Strategy, Planning, and Action
- Strategic Planning in a Dynamic World
- Measuring Progress
- Aligning Action

Workshop 2 Content

- Aligning Unit Goals to Institutional Strategy
- Measuring Success
 Over Time
- Revising and Aligning Goals and Identifying Metrics

Workshop 3 Content

- From Goals to Metrics, Developing Metrics to Measure Performance
- Measurement and Effort Estimates
- Balancing Unit/Institutional Workload

Workshop 4 Content

- Review of the Aligned Plans, Goals, and Metrics
- Implementation
- Monitoring and Tracking
- Annual Planning Cycles

Homework 1

Unit teams work to identify unit based strategies, goals, and activities that contribute to institutional strategy.

Homework 2

Selecting the top unit based goals and identifying potential metrics for each.

Homework 3

Revising final unit goals and metrics, preparing for measurement, and integrating metrics across all areas.