

**SACSCOC Strategic Plan
Action Plan Template**

GOAL 3: To refine and continue to implement and integrated, Commission-wide research-based planning and evaluation process				
Objectives	Indicators of Success	Action Steps	Time Frame	Status
A. Draft a formal framework for the Commission's IE processes (vision statement, refined definitions, philosophy, timeline)	Publish an approved framework that describes, guides, and establishes expectations for planning and IE processes	1. Determine and define the components that will comprise the IE framework.	1. Feb 1, 2016	Draft developed (2/4/16)
		2. Identify activities within the components that call for staff action and establish annual calendar dates to associate with them.	2. Feb 19, 2016	In process (1/14/16)
		3. Finalize a draft of the framework.	3. Feb 26,, 2016	
		4. Submit draft framework to Dr. Wheelan for approval and make revisions as needed.	4. Mar 1, 2016	
		5. Communicate framework to all staff.	5. March or April 2016 staff meeting	
		6. Implement Framework	6. March or April, 2016	

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<p>B. Develop a data-use plan (including needed data, individuals responsible for data collection and analysis, data collection, and reporting format) to increase ready access to key data to inform operations (e.g. evaluator/chair recruitment)</p>	<p>An approved data use plan that describes and outlines the implementation of how data is collected, reported, and used to inform, monitor and improve Commission internal processes, decision-making, and external communications.</p>	<ol style="list-style-type: none"> 1. Determine: a) what the data and information is to be managed and who the steward is; b) reporting needs and; c) current internal processes. 2. Assess how internal processes can be enhanced and/or automated with an integrated data system. (consultant) 3. Determine Commission decisions that need to be data informed. 4. Determine data-driven external communications. 5. Determine how to assemble all of the above into a coherent plan. 	<ol style="list-style-type: none"> 1. Feb 26, 2016 2. July 1, 2016 3. Sept 15 or later 4. March, 2016 5. Sept 1, 2016 	<p>In Process (1/14/16)</p>

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C. Promote interactive cross-unit planning and data analysis as a key feature of the SACSCOC IE Process	The SACSCOC IE Framework and Data Use Plans will feature an integrated, cross-functional approach to planning and assessment.	<ol style="list-style-type: none"> 1. Structure IE committee assignments to promote collaborative, cross-unit planning. 2. Include the concept of having an integrated, cross-functional approach within the IE framework. 3. Provide feedback to planning committees to help them notice and engage in cross-unit planning opportunities. 4. Create a forum for sharing and further developing cross-unit plans 	<ol style="list-style-type: none"> 1. Feb 26, 2016 2. Feb 26, 2016 3. Summer 2015 4. March or April 2016 	<p>Complete</p> <p>In Process (1/14/16)</p> <p>Complete</p> <p>Complete</p>