

**SACSCOC Strategic Plan  
Action Plan Template**

<b>GOAL 5: Manage and continuously improve information and related technologies to anticipate and meet the Commission's operational and strategic needs</b>				
<b>Objectives</b>	<b>Indicators of Success</b>	<b>Action Steps</b>	<b>Time Frame</b>	<b>Status</b>
A. Capture, store and integrate existing and new Commission information and data using cost effective industry standard approaches	<ul style="list-style-type: none"> <li>• Migration of current institutional and evaluator databases, as well as profile, from FoxPro to SQL server software</li> <li>• Enhance capabilities to expand access and some data input to some material to CEOs or IALOs of member institutions</li> <li>• Ensure open architecture in software design to allow flexibility for future changes</li> <li>• Institute options to handle substantive change inquiries and approvals</li> <li>• Ability to do more complex queries than at present</li> <li>• Accurate measures of cost</li> </ul>	<ol style="list-style-type: none"> <li>1. Arrange initial vendor demonstrations to illustrate possibilities (making clear this is preliminary)</li> <li>2. Purchase and tune software</li> <li>3. Convert and implement</li> </ol>	<ol style="list-style-type: none"> <li>1. Spring 2016</li> <li>2. Fall 2016</li> <li>3. Spring 2017</li> </ol>	Budget request for FY2017 submitted. IT Director is in contact with multiple vendors and vendor demonstrations scheduled to begin February 9, 2016. Current priorities are migration of existing databases as well as substantive change process.
B. Ensure that information and data managed and used by the Commission is reliable, accurate, and updated as appropriate	<ul style="list-style-type: none"> <li>• Evidence of error-trapping in processes and programs</li> <li>• Develop statistics of reliability to measure error/failure rates</li> <li>• Develop a survey to measure registry accuracy and apply it to a sample</li> </ul>	<ol style="list-style-type: none"> <li>1. Research range of services needed and emerging technologies (cloud storage, location of servers, vertical integration/outsourcing functions like a helpdesk), electronic signatures</li> <li>2. Negotiate issues of access versus security,</li> </ol>	<ol style="list-style-type: none"> <li>1. Fall 2016</li> <li>2. Spring 2017</li> </ol>	Most of these topics are being discussed as part of the vendor vetting process, as well as concerns regarding tech support for users.

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Objectives	Indicators of Success	Action Steps	Time Frame	Status
		institutional control versus SACSCOC control, automatic updates 3. Design/create Quality control/error-trapping, logical consistency, data validation 4. Establish Procedural issues –who is responsible for what and when, training in procedures and policies	3. Spring 2017  4. Spring 2017	
C. Design and employ appropriate technology to support the Commission's data use plan	<ul style="list-style-type: none"> <li>• Completion of Plan (time)</li> <li>• Do user surveys (staff, Board, reviewers, institutional personnel)</li> <li>• Initiation of use of new database (time)</li> <li>•</li> </ul>	See Goal 3 concerning data use plan and Goal 4 concerning workflow consultant	1. Data Use Plan will probably need to be addressed after initial phase of database upgrade discussed in item 1 above.	