

CLAS Strategic Planning Process Timeline

Collegiate Strategic Plan Milestones

<u>Due Date</u>	<u>Milestone</u>
9/11/19	Dean Communicates CLAS Expectations
9/23/19	Dean and Associate Deans (A.D.s) Identify Collegiate Steering Committee (CSC)
9/23/19	DEOs Identify Department Representatives (DRs)
9/30/19	Dean Communicates CLAS Timeline and Reference Materials to A.D.'s, CSC & DRs
10/4/19	A.D.'s, CSC, and DRs Review Timeline and Reference Materials in Preparation for the Kickoff
10/7/19	CLAS Strategic Planning Process Kickoff Meeting and Training (A.D.'s, CSC, DRs, and Admins)
Phase I	
10/18/19	CSC Complete Template 1 (Areas of Opportunity & Focus Summary) and Template 2 (Strengths-Weaknesses-Opportunities-Threats (SWOT) Matrix
10/25/19	CSC Conduct Collegiate Listening Sessions (Template 3) to Gain Feedback on Areas of Opportunity & Focus and SWOT Matrix
11/8/19	CSC Collaborate with CLAS Governance Bodies to Gain Feedback on Areas of Opportunity & Focus Summary & SWOT Matrix
11/8/19	A.D.'s Submit to Dean & CSC a Joint Progress to Strategic Plan Summary (Template 4) on CLAS 2016-21 Strategic Plan
11/15/19	A.D.'s and Sr. Leadership Team Directors submit to CSC Their Individual Functional SWOT Matrix
11/15/19	DR's submit to the CSC Their Department SWOT Matrix
11/27/19	CSC Provide Feedback to A.D.'s, Sr. Leadership Team Directors, and Departments Regarding Their SWOT Matrix
11/27/19	CSC Uses Feedback from All Sources to Compile and Submit Collegiate SWOT Matrix to the Dean
Phase II	
12/6/19	Dean Provides Feedback to the CSC on the Collegiate SWOT Matrix
12/13/19	DR's, A.D.'s, and Sr Leadership Team Directors Submit Department Strategic Plan Goals (Template 5) to the CSC
1/17/20	CSC Submit First Draft CLAS Collegiate Strategic Plan (Template 6) to the Dean
1/24/20	CSC Receive Feedback from the Dean on the First Draft, CSC Adjusts and Re-Submit to the Dean
2/3/20	Dean Submit First Draft of CLAS Collegiate Strategic Plan to President and Provost
Phase III	
(MAR-APR)	Dean Receives Feedback from the President and Provost and Provides to the CSC
2/21/20	CSC Conduct Collegiate Listening Sessions to Gain Feedback on First Draft of the Collegiate Strategic Plan
2/28/20	CSC Collaborate with CLAS Governance Bodies to Gain Feedback on First Draft of the Collegiate Strategic Plan
4/10/20	CSC Submit Final CLAS Collegiate Strategic Plan to the Dean
4/24/20	CSC Receive Feedback from the Dean on Final Collegiate Strategic Plan, CSC Adjusts and Re-Submits to the Dean
5/1/20	Dean Submit Final CLAS Collegiate Strategic Plan to President and Provost
(May 2020)	CSC Create Draft Near Term Goals for 2021 -2022 (Template 7) Aligned to Collegiate Strategic Plan & Submit to Dean