

## 2017-2018 Division of Student Life Tactical Plan: Departmental Implementation Plan Working Charts

### Instructions with examples

INSTRUCTIONS					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step
The Action Step may include an <i>existing</i> program/service that supports the above objective or a <i>new</i> program/service.	What instrument will you use to measure progress towards the implementation of your Action Step?	The criteria for success is the benchmark or target that serves as an indicator for accomplishment. Criteria for success should be concrete levels of achievement for both programs and activities.	Include name and position of the primary contact for this Action Step.	Please include the semester and year for completion to be on or before spring 2021 for this 2018-2021 Tactical Plan.	Write one of the following: Not Started, Ongoing, Completed
EXAMPLE					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step
Personal Development Educational Event	Survey with Direct Measure short-answer questions.	80% of staff surveyed will correctly answer the intended learning outcome question identified for the personal development educational event.	Melissa Brown, Director of Assessment & Strategic Initiatives	Summer, 2020	Not Started

Additional Examples for “Method of Measurement:”		Additional Examples for “Criterion for Success:”	
Direct Methods	Indirect Methods		
Evaluation Rubric	Satisfaction Survey	65% of members surveyed will score a satisfactory or above demonstrating knowledge gained on at least 4 of the 7 values of the WIL Model of Leadership.	90% of participants will be able to identify 3 resources on campus to which they would report relationship and sexual violence.
3-minute essay or reflection	Retention/Graduation Rates	At least 90% of participants will say they “moderately” to a “great deal” learned the necessary skills and knowledge to improve their local community.	On the post-test, 80% of members will improve their time management skills by the end of the academic year.
Portfolio of Student Work	Focus Groups or Interviews	95% of staff will demonstrate knowledge of the social justice and inclusion competencies by answering 9 out of 10 questions correctly.	
Pre- and Post - survey comparison with Direct Method short-answer questions	Self-report Survey (I learned, gained, etc.)		

<b>Goal 1: Student Development</b>					
Implement programs and support services that emphasize student development.					
<b>Objective 1.1:</b> Assess and enhance intentional opportunities for students to become connected early through high-impact programs.					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step
<b>Objective 1.2:</b> Promote and expand programs and services that support all students (e.g., transfer students, graduate students, undergraduate students).					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step
<b>Objective 1.3:</b> Enhance education programs and support for student wellness (e.g., safety and awareness, health and wellness, prevention, intervention).					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step
<b>Objective 1.4:</b> Develop innovative programs, services, activities, and employment that reduces student's financial barriers.					
Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Goal 2: Collaborative Excellence**

Build meaningful partnerships across the Division, University, and beyond.

**Objective 2.1:** Connect students to departmental services through enhanced partnerships within the Division.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	<u>Target date for completion</u>	Current Status of Action Step

**Objective 2.2:** Develop communication strategies to inform internal and external audiences about the work of the Division.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	<u>Target date for completion</u>	Current Status of Action Step

**Objective 2.3:** Initiate and enhance programs and services in collaboration with campus partners to support academic success.

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**Objective 2.4:** Cultivate relationships with external stakeholders (e.g., families, alumni, organizations, employers, non-profit) to develop mutually beneficial partnerships.

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**Goal 3: Infrastructure and Resources**

Invest in infrastructure and resources that advance the work/mission of the Division of Student Life.

**Objective 3.1:** Develop and establish data-driven practices that impact operational effectiveness.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 3.2:** Create and implement innovative ways to increase efficiency through the use of technology.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 3.3:** Identify and secure resources to broaden support (e.g. time, space, money, people) for initiatives, programs, and services.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Goal 4: The Volunteer Experience**

Cultivate opportunities for students to engage, serve, and lead locally and globally.

**Objective 4.1:** Foster a culture of commitment to civic engagement within and beyond the student experience.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 4.2:** Assess and expand community service experiences.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 4.3:** Implement common assessment measurements to demonstrate leadership development.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Goal 5: Campus Culture and Environment**

Foster a campus culture and environment that emphasizes awareness, knowledge, and skills related to social justice and inclusion.

**Objective 5.1:** Create and assess intentional education through which student participants will demonstrate enhanced social justice and inclusion.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 5.2:** Provide professional development to enrich understanding of social justice and inclusion as outlined in the [Professional Competency Areas for Student Affairs Educators](#) (2015, pg. 30).

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step

**Objective 5.3:** Develop and promote intentional opportunities to engage with diverse communities.

Action Step	Method of Measurement	Criteria for Success	Person Responsible	Target date for completion	Current Status of Action Step