

Instruction and Student Services Master Blueprint Development

The development of the Instruction and Student Services Master Blueprint (sometimes referred to as the academic master plan) is a collaborative effort with broad-based input and participation. It is a process that emerged from work of the Budget Advisory Group in Spring of 2009 and began with the development of its foundational blocks – the Instruction and Student Service Blueprints. These elements of the master plan provide department-level analyses and recommendations that play a key role in academic planning.

The full master plan brings together department and service area input across divisions and combines it with recommendations from our various task forces and work groups, results of internal and external surveys, workforce and community needs, and other relevant internal and external drivers that guide our work. The voices of our stakeholder groups are heard and are instrumental in the development of the plan.

The master blueprint work compliments and expands our current priorities and directions and provides guidance for the future. This document incorporates much of the thoughtful analysis that contributes to operational planning and development of our Strategic Priorities for 2016 and beyond.

| Completed By | Tasks |
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| End of Summer 2014 | <ul style="list-style-type: none"> • Draft goals for the overall academic master plan • Review samples from other institutions for style and organization • Identify the analyses needed for the next steps • Identify the teams who are doing or will do the analyses • Draft methodology and timeline • Preview the Strengths, Opportunities and Issues (SOI) process with existing ISSBPs to identify gaps and suggested modifications |
| End of Fall 2014 | <ul style="list-style-type: none"> • Identify and develop plan for revisions to enhance department blueprints • Solidify plan for development of the first edition of the overall planning document • Identify proposed title for summary document – Instruction and Student Services Master Blueprint • Finalize assignments and analysis teams and identify key questions for the teams to answer • Draft communication and approval plan • 13-14 Instruction and Student Services Blueprints and Deans’ analyses completed |
| 1/16/15 | <ul style="list-style-type: none"> • Dean’s division-level analysis of SOI based on department blueprints drafted and shared with division leadership for feedback. (state of the division) |
| 1/30/15 | <ul style="list-style-type: none"> • Division feedback on division-level SOI due back to Deans. |
| 2/3/15 and 2/12/15 | <ul style="list-style-type: none"> • Deans, Associate Deans, VP meets to collectively review and synthesize division-level SOIs. |
| 2/6/15 | <ul style="list-style-type: none"> • VP Meeting - Preview of upcoming college-wide activities associated with Instruction and Student Services master blueprint and development of SP’s for 2016+. |

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| 2/13/15 | <ul style="list-style-type: none"> • DC Meeting – more in depth preview of upcoming activities associated with Instruction and Student Services master blueprint |
| 2/17/15 | <ul style="list-style-type: none"> • Presidents’ Council discussion of upcoming master blueprint activities and timelines |
| 2/20/15 | <ul style="list-style-type: none"> • College Council discussion of upcoming master blueprint activities |
| 3/2/15, 3/11/15 | <ul style="list-style-type: none"> • Analysis teams submit their summaries and recommendations. |
| 3/2/15 to 4/1/15 | <ul style="list-style-type: none"> • Strategic Blueprint team reviews SOI and analysis teams’ recommendations and identifies supporting content and recommendations to be included in Master Blueprint. Meeting Dates – 3/11, 3/16, 3/18(tentative), 4/1. |
| 3/6/15 | <ul style="list-style-type: none"> • College Council discussion and reminder of upcoming feedback activities using open forums. |
| 3/10/15 | <ul style="list-style-type: none"> • Presidents’ Council discussion and reminder of upcoming feedback activities using open forums. |
| 3/13/15 | <ul style="list-style-type: none"> • Department Chair Meeting discussion and reminder of upcoming feedback activities using open forums. |
| 3/16/15 to 4/28/15 | <ul style="list-style-type: none"> • Draft recommendations are included in factors considered in recommending and adopting IAs for 2015-16, as appropriate. |
| 3/19/15 and 3/20/15 | <ul style="list-style-type: none"> • Open Forum - display pillars used to share recommendations from analysis teams and get feedback from college community. (3/19 is Staff Breakfast gathering) |
| 4/3/15 | <ul style="list-style-type: none"> • College Council discussion and reminder of upcoming feedback activities using open forums |
| 4/10/15 | <ul style="list-style-type: none"> • Department Chair Meeting discussion and reminder of upcoming feedback activities using open forums |
| 4/14/15 | <ul style="list-style-type: none"> • Presidents’ Council discussion and reminder of upcoming feedback activities using open forums |
| 4/16/15 and 4/17/15 | <ul style="list-style-type: none"> • Open Forum - display pillars to share master blueprint draft recommendations and get feedback from college community. |
| 5/1/15 | <ul style="list-style-type: none"> • Draft of Instruction and Student Services Master Blueprint presented for college-wide review and feedback. |
| 5/8/15 | <ul style="list-style-type: none"> • College Action Planning Day Integrate current master blueprint discussions appropriate to current SPs to ensure alignment. [Primary influence of Master Blueprint is in development of 2016 + Strategic Priorities and associated IAs.] |
| 5/22/15 | <ul style="list-style-type: none"> • Feedback on draft Instruction and Student Services Master Blueprint due from College community. |
| 6/1/15 | <ul style="list-style-type: none"> • 2015 Instruction and Student Services Master Blueprint completed and posted. (First edition of dynamic document) |