

Aligning Strategic Planning Action Project

The Action Project Commitment

Institution: Lakeland Community College

Planned Project Kickoff Date: April 2009

Target Project Completion Date: May 2010

Actual Project Completion Date:

A. Action Project Title:

Aligning Strategic Planning and AQIP

B. Action Project's Goal:

To create a documented process that describes and details the methods for developing the college's strategic planning process that addresses the accreditation criteria. Alignment of the strategic planning and AQIP processes will include the use of common language and activities to avoid duplication of effort and to ensure a consistent planning focus. The action team will develop, pilot and evaluate the process by creating a strategic plan.

C. AQIP Category:

Primary category: Planning Continuous Improvement

Secondary category: Leading and Communicating

D. Rationale for Action Project:

Last year (2008) was the fifth year of Lakeland's five-year strategic plan. Although we would normally update the plan prior to its expiration, we decided to delay the update until 2009 for two primary reasons. First, the Chancellor of Ohio released his 10-year strategic plan for higher education in Spring, 2008. The Chancellor identified specific goals in the areas of Access, Quality, Affordability & Efficiency, and Economic Leadership to provide direction for the state's public colleges and universities. It was important for us to have this direction prior to working on our own strategic plan.

Second, Lakeland was accepted into the Academic Quality Improvement Program (AQIP) in 2007. As part of the AQIP process, action projects were identified through a series of activities that involved people from all areas of the campus. This year we are collecting information for our Systems Portfolio through a series of discussions across campus. Rather than duplicating these efforts in our strategic planning process, we would like to include the Systems Portfolio as a key part of the process, using it as a source

of information for development of the strategic plan. Integrating the processes will help to increase awareness of the Higher Learning Commission's five Criteria for accreditation and nine categories of AQIP systems and processes, resulting in an updated strategic plan, goals, objectives, and strategic actions that are aligned for Lakeland's future.

E. Organizational areas impacted by this Action Project:

All areas of the college including Academics, Enrollment Services, Campus Life, Outreach, and Administrative Services will be involved and impacted. The Planning Advisory Council, as a standing committee, will be significantly impacted since its members will have the responsibility to utilize the process developed. The AQIP Steering Committee will also be impacted.

F. Key processes that will improve due to this Action Plan:

The college's long term planning and continuous improvement processes will be improved by integrating the two processes. Using data for decision making and evaluation will influence most organizational processes.

G. Explain the Rationale for the length of time planned for this Action Project:

Key steps for aligning the two processes include reviewing what has already been developed, maintaining practices that are a good fit with the college's goals and culture, and updating the planning process. The following milestones have been identified for this project:

Spring 2009 Review other action projects related to strategic planning & AQIP; the college's current practices related to planning and AQIP; the draft of our Systems Portfolio; and, the five accreditation criteria

Identify institutional processes that will be used to develop the strategic plan

Fall 2009 Have the Planning Advisory Council develop the strategic plan using the new process, including information from the Systems Portfolio

Solicit feedback from stakeholders regarding effectiveness of the process and the strategic plan

Spring 2010 Utilize feedback on our Systems Portfolio from the Higher Learning Commission to fine-tune the strategic plan

Evaluate the success of the process and document suggested changes

Have the Board of Trustees approve the plan at their formal meeting in May

H. Plans to monitor and communicate progress related to the Action Project:

The action project will be communicated through LCC's AQIP webpage, ongoing updates at the President's Cabinet (PC), Board of Trustees, and Vice President's Academic Advisory Council (VPAAC) meetings, and President's Coffees (monthly employee sessions), the Lakelander (student newspaper), ePost (electronic employee newsletter), employee e-mail, and the Intranet portal myLakeland.

I. Overall outcome measures of this Action Project:

The overall "outcome" measure will be the implementation of the integrated process to develop our strategic plan. One measure of success will be the documented "closing of the loop:"

- Establishing measurable outcomes
- Determining assessment methods
- Conducting the assessment
- Reviewing the data
- Develop and implement action plans based on the data
- Evaluate the effectiveness of the change

Other measures of success include the number and satisfaction of participants involved in the process; and an increase in tracking/measures/evidence for data-driven decision making and employee awareness of the strategic plan.

J. Strategies for maintaining organizational enthusiasm for this Action Project:

- Creating an inclusive culture
- Opportunity for broad-based input and feedback
- Ongoing improvement of college-wide communication

Aligning Strategic Planning Action Project Committee:

Laura Barnard

Wynette Barnard

Richard Basinski

Mary Ann Blakeley

Linda Daly

Nick DiTirro

Gary Eith

Grant Felmet

Geoff Horn

Cathy Humphrey

Marilyn Jones

Joe Kozlevcar

Fred Law

Ron Lee

Karen Macdonald

Marcelino Marcos

Mike Mayher

Rich Novotny

John Petro

Dawn Plante

Laura Rittner

Peggy Tallion

Steve Vieira

K. Project Leaders:

Steve Vieira svieira@lakelandcc.edu 440-525-7155

Wynette Barnard wbarnard@lakelandcc.edu 440-525-7236