Strategic Action Plan

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree Title**  **(major – full name)** |  | **Degree Designation**  **(BA, BS, etc.)** |  |
| **College** |  | **Department** |  |
| **Accrediting Body**  **(if applicable)** |  | **Date of Site Visit** |  |
| **Submitted by** |  | **Title/Position** |  |
| **Email** |  | **Phone** |  |
| **Submission Date** |  | **Send new or updated plan to** [**bgiberti@calpoly.edu**](mailto:bgiberti@calpoly.edu) **and** [**astandif@calpoly.edu**](mailto:astandif@calpoly.edu) | |

Drawing upon your reviewers' report as well as insights gained while completing your self-study, please determine the top strategic priorities to guide the department over the next five to seven years (depending on your period of review). After your initial submission, you will be asked to provide annual updates for each of your strategic priorities.

**Quick definitions:**

* **Strategic priorities:** broad aspiration statements that articulate a vision for your department and program. Where do you want to be in five to seven years?
* **Success indicators:** what success will look like for a particular objective. What measurable/observable thing(s) do you expect your department to do? What will the people you seek to impact (e.g., students) be able to do? **Note: this is not necessarily a number.**
* **Goals:** specific aspects of that vision, which can be focused and acted on individually, and which together will achieve this priority in measurable/observable ways.
* **Action items:** concrete steps that create a roadmap for achieving your goals.
* **Resource Implications:** new hires, facilities, equipment, software, outside assistance, etc. that will be needed to achieve your goals.
* **Roles and Responsible Parties:** Who will be needed to get the work done?

Please refer to the Action Planning Template Guidance document for more detailed instructions and definitions.

# Department/Program Mission Statement

A mission statement describes your unit’s present purpose. Do you have an idea of what you want your department or program to achieve in the next five to seven years? Then describe it here as well, as your vision statement, along with any stated values that will guide your journey to that destination.

[Insert text]

# Program Learning Objectives

State the program learning objectives/outcomes (PLOs) as they are currently published in the Cal Poly Catalog. Will the department be revising the PLOs as a result of the site visit and reviewer recommendations?

[Insert text]

# Strategic Priority 1:

## [Insert text]

## Success indicators you will use to measure progress:

## [insert text]

## Use the tables below to develop your goals and provide annual updates. Add or subtract rows as needed.

|  | Goals | Action Items | Resource Implications | Roles and Responsible Parties | Timeframe of Completion |
| --- | --- | --- | --- | --- | --- |
| 1A |  |  |  |  |  |
| 1B |  |  |  |  |  |
| 1C |  |  |  |  |  |

| Academic Year\* | Annual Updates, Changes, and Progress to Date |
| --- | --- |
| AY 23-24 |  |
| AY 24-25 |  |
| AY 25-26 |  |
| AY 26-27 |  |
| AY 27-28 |  |
| AY 28-29 |  |
| AY 29-30 |  |

# Strategic Priority 2:

## [Insert text]

## Success indicators you will use to measure progress:

## [insert text]

## Use the tables below to develop your goals and provide annual updates. Add or subtract rows as needed.

|  | Goals | Action Items | Resource Implications | Roles and Responsible Parties | Timeframe of Completion |
| --- | --- | --- | --- | --- | --- |
| 2A |  |  |  |  |  |
| 2B |  |  |  |  |  |
| 2C |  |  |  |  |  |

| Academic Year\* | Annual Updates, Changes, and Progress to Date |
| --- | --- |
| AY 23-24 |  |
| AY 24-25 |  |
| AY 25-26 |  |
| AY 26-27 |  |
| AY 27-28 |  |
| AY 28-29 |  |
| AY 29-30 |  |

# Strategic Priority 3:

## [Insert text]

## Success indicators you will use to measure progress:

## [insert text]

## Use the tables below to develop your goals and provide annual updates. Add or subtract rows as needed.

|  | Goals | Action Items | Resource Implications | Roles and Responsible Parties | Timeframe of Completion |
| --- | --- | --- | --- | --- | --- |
| 3A |  |  |  |  |  |
| 3B |  |  |  |  |  |
| 3C |  |  |  |  |  |

| Academic Year\* | Annual Updates, Changes, and Progress to Date |
| --- | --- |
| AY 23-24 |  |
| AY 24-25 |  |
| AY 25-26 |  |
| AY 26-27 |  |
| AY 27-28 |  |
| AY 28-29 |  |
| AY 29-30 |  |

# Strategic Priority 4:

## [Insert text]

## Success indicators you will use to measure progress:

## [insert text]

## Use the tables below to develop your goals and provide annual updates. Add or subtract rows as needed.

|  | Goals | Action Items | Resource Implications | Roles and Responsible Parties | Timeframe of Completion |
| --- | --- | --- | --- | --- | --- |
| 4A |  |  |  |  |  |
| 4B |  |  |  |  |  |
| 4C |  |  |  |  |  |

| Academic Year\* | Annual Updates, Changes, and Progress to Date |
| --- | --- |
| AY 23-24 |  |
| AY 24-25 |  |
| AY 25-26 |  |
| AY 26-27 |  |
| AY 27-28 |  |
| AY 28-29 |  |
| AY 29-30 |  |

# Strategic Priority 5:

## [Insert text]

## Success indicators you will use to measure progress:

## [insert text]

## Use the tables below to develop your goals and provide annual updates. Add or subtract rows as needed.

|  | Goals | Action Items | Resource Implications | Roles and Responsible Parties | Timeframe of Completion |
| --- | --- | --- | --- | --- | --- |
| 5A |  |  |  |  |  |
| 5B |  |  |  |  |  |
| 5C |  |  |  |  |  |

| Academic Year\* | Annual Updates, Changes, and Progress to Date |
| --- | --- |
| AY 23-24 |  |
| AY 24-25 |  |
| AY 25-26 |  |
| AY 26-27 |  |
| AY 27-28 |  |
| AY 28-29 |  |
| AY 29-30 |  |

\*Update years if needed Signatures:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| We have reviewed this plan and support it. | | | | |
|  |  |  |  | **Comments:** |
| **[NAME], Department Head / Chair** |  | **Date** |  |
|  | | | | |
|  |  |  |  | **Comments:** |
| **[NAME], Program Coordinator** |  | **Date** |  |
|  | | | | |
|  |  |  |  | **Comments:** |
| **[NAME], Dean** |  | **Date** |  |