

Phase 1: Frame + Prepare (Now – April 24)

Goal: Create structure for gathering meaningful input

Key Actions

- Finalize feedback framework document
- Identify priority stakeholder groups
- Assign facilitators from leadership team
- Develop standard note-taking template
- Form small April 29 planning task team

Output

- Feedback toolkit (prompts + note template + assignments)
- Confirmed outreach plan

Phase 2: Internal Engagement (April 29 Division Meeting)

Goal: Build values foundation + early idea generation

Session Design

- Part 1: Values + Purpose Exercise
- Part 2: Evergreen Goals Brainstorm
- Part 3 (optional): Open idea capture aligned to categories

Output

- Draft values framework
- Initial Evergreen Goals list
- Internal staff input themes

Phase 3: Broad Stakeholder Feedback (May 1 – September 15)

Goal: Pressure-test ideas and identify priorities

Approach

- Each leadership team member facilitates 2–3 groups
- Use standardized prompts + note template
- Focus on structured input (not open-ended venting)

Priority Groups

Tier 1 (High Influence / High Impact)

- Faculty Senate / Academic Policy
- Academic Advising Leadership
- Enrollment Planning Group
- Student Affairs Leadership

Tier 2 (Operational + Student Voice)

- ASI (students)
- Cultural Centers / Success Centers
- EM Operations Team
- Communications Council

Tier 3 (External Pipeline)

- Community Colleges
- High School Counselors

Output

- Consolidated feedback themes
- Identified tensions, opportunities, gaps

Phase 4: SEM Leadership Retreat (Early October)

Goal: Turn input into direction

Structure

- Review synthesized feedback
- Finalize:
 - Values
 - Evergreen Goals (5–8 max)
 - Strategic Priority Areas (big buckets)

Consider

- External facilitator (CCE is a smart, credible choice)

Output

- Draft SEM Strategic Blueprint (Version 1)

Phase 5: Cabinet Preparation (October 10-25)

Goal: Prepare a clear, credible narrative

Deliverable for October 10

- Values + Purpose
- Evergreen Goals
- Strategic Priority Areas
- Early direction on metrics (high-level)

Phase 6: Department-Level Planning (October – Mid November)

Goal: Translate strategy into execution

Approach

- Departments build aligned mini-blueprints
- Consistent framework:
 - Goals → Objectives → Actions → Metrics

Output

- Department plans aligned to division strategy

Phase 7: Integration Retreat (Mid-November)

Goal: Stitch together the system

Focus

- Align department plans
- Identify overlaps, gaps, redundancies
- Refine division-level strategy

Output

- Final SEM Strategic Blueprint

Phase 8: Launch + Sustain (Fall/Spring)

Goal: Make it real and visible

Key Moves

- Publish on EM website
- Define quarterly update cadence
- Establish dashboard + metrics ownership
- Build communication rhythm

