

ANNUAL WORK PLANS

AY 2022-23 | Initial Plans



Each program, department, and committee on campus is responsible for completing an annual work plan. The goal of the plan is to identify at least 3 goals for the year, align the work to the current strategic plan, describe the actions that will be taken, and establish indicators for success. At the end of the year, plan developers reflect on the results of the actions and determine future actions. The plans are reviewed by the IDEA Committee, both individually and overall, to gain an understanding of progress toward mission fulfillment as it relates to the strategic plan.

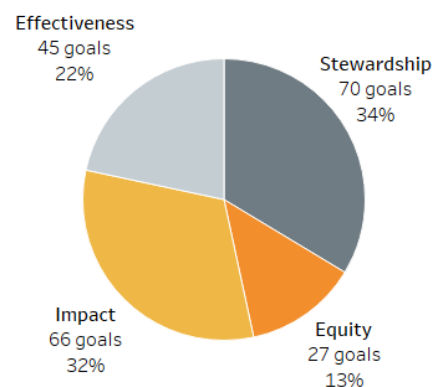
Overview: 208 Goals across 57 Plans

There were few changes to work plans this year. Administrative Affairs was renamed to Operations and Business Office was renamed Fiscal Services to reflect a change in organizational structure. An area was added under General Education to support mapping of learning outcomes and course organization for the Education courses, and there will also be a benefit for this area to create work plans. Finally, in response to a program review recommendation, Metals Technology now completes annual plans. Global Initiatives is no longer included in work plans.

The average number of action items per plan remains the same as the last two years at 3.6. Even though areas could now write up to seven goals, only three areas wrote more than five.

Goals by Guiding Principle

2023-24



Goals by Guiding Principle

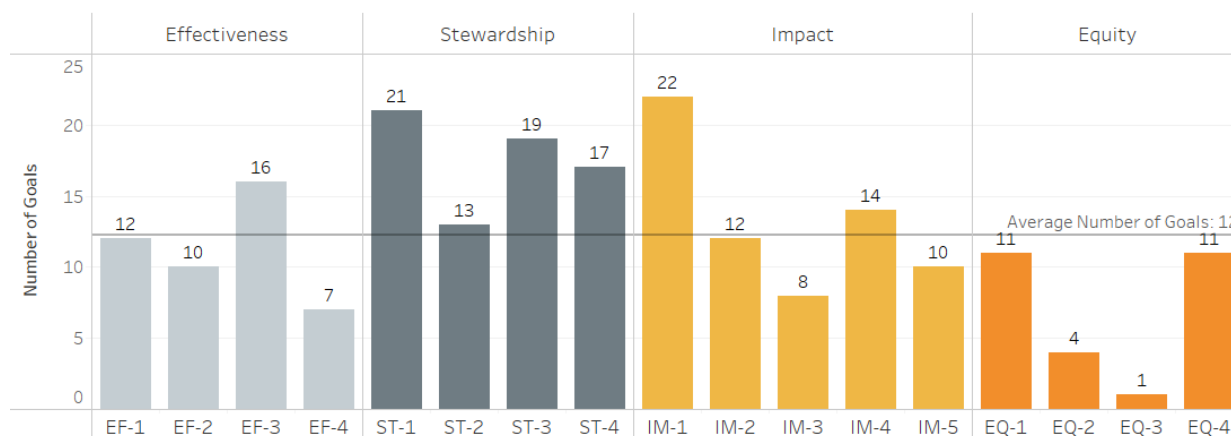
Distribution of goals changed slightly from the previous year and reflects the Dean’s Cabinet’s selection of stewardship as the priority guiding principle for the year. A 10% increase in goals aligned with stewardship is complemented by a 7% decrease in goals supporting effectiveness and a 2% decrease in goals aligned with impact. The amount of goals aligned to equity increased by 1% this year over last year.

Goals by Defining Characteristic

Each work plan goal must also align to a defining characteristic under the selected guiding principle. The Dean’s Cabinet decided that, rather than setting priorities for the first year of the plan, they’d like to see how each area naturally aligns their work. It is encouraging to see that at least one goal is aligned with each defining characteristic of the plan, and that the distribution is not heavily biased toward any one characteristic, though it is far from even.

Goals by Defining Characteristic

2023-24



ANNUAL WORK PLANS

AY 2022-23 | Initial Plans



IDEA Committee Review

After receiving supervisor approval, each work plan is reviewed by a member of the IDEA Committee. Results of the review are shared with plan developers to support continuous improvement. The review looks at the following criteria:

- Overall clarity and completeness
- Alignment of action items to strategic goal objectives
- Quality of goals (according to SMART criteria: specific, measurable, achievable, relevant, and time-bound)

For the most part, plans continue to be concise and clearly understood. Overall quality has increased since last year, which is reassuring to see after a dip in AY 2022-23. This year, no plans were marked as having a significant amount of information that was unclear. Additionally, there was a 15% increase over last year in the number of plans where all information is concise and clearly understood. The available resources, training, and committee feedback continue to be useful tools to support plan developers, both new and experienced.

The committee is satisfied with the alignment of goals and the quality of the action items. The review was modified slightly this year to include the indicators in the SMART goal evaluation, which brought down the percent of goals fully meeting this criteria by 6%. The majority of feedback was related to creating more measurable indicators, which is where goals typically scored the lowest on the previous review form.

An optional SMART goal writing workshop was held at the beginning of the academic year. Just over half of the work plan developers and editors attended. Although there was positive feedback from participants and their supervisors, it did not appear to have any measurable impact on goal quality. IDEA will continue identifying strategies for promoting strong work plans and writing effective SMART goals.

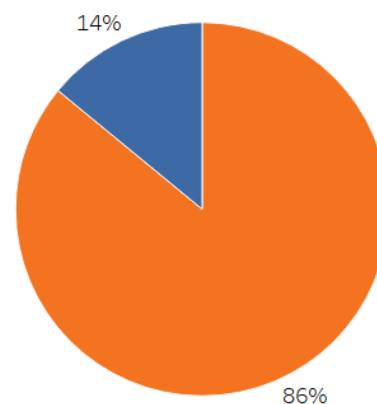
More About Work Plans

Explore the plans in depth on the [Annual Work Plans Dashboard](#). In the dashboard, you will find additional charts for analysis, including a breakdown of current goal status, both overall and by guiding principle and defining characteristic. Nearly all of the charts can be filtered by academic year, type of area (academic, non-academic, or senate/committee), division/department, or individual areas.

One helpful tab on the dashboard is the list of strong examples of SMART goals, all of which were identified by IDEA Committee members in their review of work plans.

Initial Plan Quality

AY 2023-24



Plan Quality

- All information is concise and clearly understood
- Most information is concise and clearly understood

Goal Quality

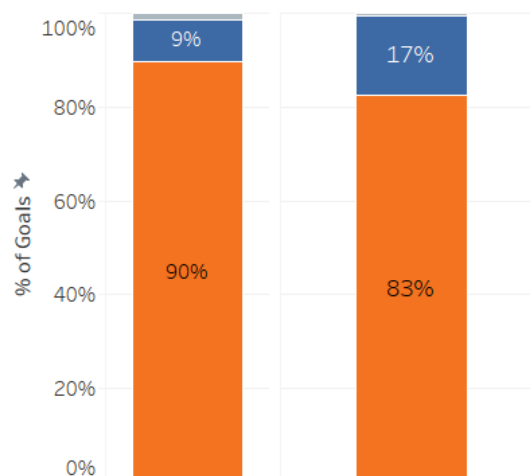
AY 2023-24

Alignment

Goal is aligned with an appropriate defining characteristic.

SMART Goals

Action items, indicators, planned term completion, and responsible party together form a SMART goal.



Legend

- Yes
- Somewhat
- No