

The Implementation Planning Model: Steps To Success

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Strategic Planning Committee

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Vision and Mission

Vision

Through our strategic planning, we will define our vision and mission to guide our future actions and ensure our success.

Mission

Provide quality, innovative educational experiences that prepare students for a successful future. We will achieve this through a commitment to academic excellence, student success, and community engagement. We will ensure that our students are prepared for the challenges of the 21st century and are equipped with the skills and knowledge to succeed in a global economy.

Values

- Academic Excellence
- Student Success
- Community Engagement
- Integrity
- Collaboration
- Respect
- Transparency
- Accountability
- Equity
- Stewardship

Budget Overview

Category	2023	2024	2025
Salaries	1,200,000	1,250,000	1,300,000
Benefits	300,000	315,000	330,000
Travel	150,000	160,000	170,000
Supplies	100,000	110,000	120,000
Utilities	200,000	210,000	220,000
Equipment	50,000	55,000	60,000
Other	100,000	110,000	120,000
Total	2,050,000	2,150,000	2,250,000

SWOT Analysis

Strengths	Weaknesses
• Strong academic reputation	• Limited resources
• High student enrollment	• Outdated facilities
• Experienced faculty	• Limited marketing budget
• Strong community ties	• Limited research output

Opportunities	Threats
• Growing demand for online courses	• Increased competition from other institutions
• Emerging markets for international students	• Changing government policies
• Partnerships with industry	• Economic downturn
• Expansion into new geographic areas	• Limited government funding

Organizational Overview


Future Academic Library

Future, Kansas

- Population of 898,512
- Located in east Central Kansas

Future University

- Consists of one main campus and four others in the surrounding cities.



Preparation and Planning

Strategic Planning Process

1. Vision and Mission
2. SWOT Analysis
3. Strategic Objectives
4. Action Plan
5. Implementation
6. Monitoring and Evaluation

Organizational Overview

Future Academic Library

- Located in east Central Kansas
- Population of 898,512
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Future University

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Initiation

• Establishing the Strategic Planning Committee

• Defining the scope and goals of the strategic plan

• Identifying key stakeholders

Exploration and Definition

• Conducting a SWOT analysis

• Identifying strategic opportunities and threats

• Defining the organization's mission and vision

Formulation of Objectives

• Developing strategic objectives

• Prioritizing objectives based on importance and feasibility

• Communicating objectives to all stakeholders

Commitment

• Gaining buy-in from all stakeholders

• Establishing a sense of urgency

• Communicating the benefits of the strategic plan

Implementation

• Developing an action plan

• Allocating resources

• Assigning responsibilities

Monitoring and Evaluation

• Establishing key performance indicators (KPIs)

• Regularly reviewing progress

• Adjusting the plan as needed

Design - Main Expression of the general direction and intent of the strategy

Design - "Small" "tactical" specific" decisions within individual departments.

1. Set the Vision
2. Develop Key Performance Indicators (KPIs)
3. Define Strategic Objectives
4. Develop Strategic Initiatives
5. Develop Strategic Programs
6. Develop Strategic Budgets
7. Develop Strategic Communication
8. Develop Strategic Evaluation

Strategy

• A clear, concise statement of the organization's long-term goals and the actions it will take to achieve them.

• A roadmap for the organization's future.

• A guide for decision-making.

Forming

Our team members, known as individuals with individuality.

- Understanding individual strengths
- Placing strengths in the center of the organization
- Identifying areas for growth and development
- Building trust and rapport
- Establishing a common vision

Storming

Our teaming effort becomes more visible to others.

- Team members begin to question authority
- Team members begin to challenge each other
- Team members begin to form sub-groups
- Team members begin to form a team identity

Norming

Using the team's progress as fuel.

- Established a common vision and strategy that guides the team's actions
- Team members begin to work together more effectively
- Team members begin to take responsibility for their own actions
- Team members begin to work towards a common goal

Performing

Our team is now able to perform successfully by:

- Following a strategy and action plan
- Monitoring progress and adjusting as needed
- Communicating effectively
- Working collaboratively
- Taking ownership of their work
- Holding each other accountable

Implementation

• Developing an action plan

• Allocating resources

• Assigning responsibilities

• Monitoring progress

• Adjusting the plan as needed

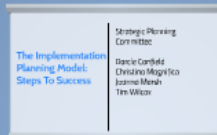
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Committee

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Vision and Mission

Vision: To be a premier educational institution with a strong academic and professional reputation in the Midwest region.

Mission: To provide a high-quality education that prepares students for the workforce and for life-long learning. To be a leader in the development of a strong, diverse, and inclusive community.

Values

Academic Excellence: Striving for the highest standards of learning and teaching.

Integrity: Upholding the highest ethical standards in all our actions.

Service: Committed to the service of our students, faculty, and the community.

SWOT Analysis

Strengths	Weaknesses	Opportunities	Threats
• Strong academic reputation	• Limited financial resources	• Growing demand for higher education	• Increasing competition from other institutions
• Diverse student body	• High student debt	• Emerging technologies in education	• Changing workforce requirements
• Experienced faculty	• Limited marketing budget	• Government support for higher education	• Economic downturns

Budget Overview

Category	2023	2024	2025
Salaries	\$1,200,000	\$1,250,000	\$1,300,000
Benefits	\$300,000	\$315,000	\$330,000
Instruction	\$500,000	\$520,000	\$540,000
Administration	\$200,000	\$210,000	\$220,000
Capital Expenses	\$100,000	\$150,000	\$200,000
Total	\$2,300,000	\$2,445,000	\$2,590,000

Preparation and Planning

Key Milestones:

- Finalize budget by Q3 2023
- Complete organizational chart by Q4 2023
- Recruit key staff by Q1 2024
- Implement new systems by Q2 2024
- Launch new programs by Q3 2024

Organizational Overview

Future Academic Library

Future Mission:

- Population of 88,512
- Located in east central Kansas

Future University:

- Consists of one main campus and four others in the surrounding areas

Organizational Overview

Future Academic Library:

- Founded in 1985
- 200,000 sq ft building
- 100,000 books
- 500,000 digital assets
- 200 staff
- 100,000 sq ft building
- 100,000 sq ft building
- 100,000 sq ft building

Mission

• Vision statement

• Core values

• Strategic goals

Organizational Structure

- Organizational chart
- Job descriptions
- Recruitment plan
- Training plan

Information and Digital Library

• Digital library

• Information systems

Resource Allocation

• Financial resources

• Human resources

• Physical resources

Timeline

• Gantt chart

• Key milestones

Performance Metrics

• Key performance indicators

• Data collection methods

Implementation

• Project management

• Risk management

Step 1: Vision Statement of the project

Step 2: Conduct a SWOT analysis

1. List strengths
2. List weaknesses
3. List opportunities
4. List threats

Step 3: Organizational Structure

• Organizational chart

• Job descriptions

Step 4: Resource Allocation

• Financial resources

• Human resources

• Physical resources

Step 5: Timeline

• Gantt chart

• Key milestones

Forming

• Initial team formation

• Roles and responsibilities

Storming

• Team conflict

• Team cohesion

Norming

• Team norms

• Team processes

Performing

• Team performance

• Team effectiveness

Conclusion

• Summary of the model

• Key takeaways



Organizational Overview

Futura Academic Library

Futura, Kansas

- Population of 89,512
- Located in east central Kansas

Futurama University

- Consists of one main campus and four others in the surrounding cities

