Planning in the Fast Lane

Fully-engaged Strategic Planning at Boise State

BOISE STATE UNIVERSITY

Strategic Planning Core Objectives

- Framework
- Campus Participation
- Implementation

Planning Timeline

Framework: July 2020 - February 2021 (7 months)

Implementation: March 2021 - June 2021 (3 months)

Session Learning Outcomes

1	Incorporate strategic planning committee structure
2	Follow transparent communication plan
3	Develop off-cycle budget request process to jumpstart investment in the strategic plan
4	Implement synchronized continuous improvement, strategic plan reporting, and budget request process

Today’s Presentation Outline

Part I - Fundamental elements and development of committee structure

Part II - Campus participation and communication

Part III - Strategic plan implementation

Part I

Fundamental elements

Committee structure

Fundamental Elements

- Role of Boise State President

Fundamental Elements

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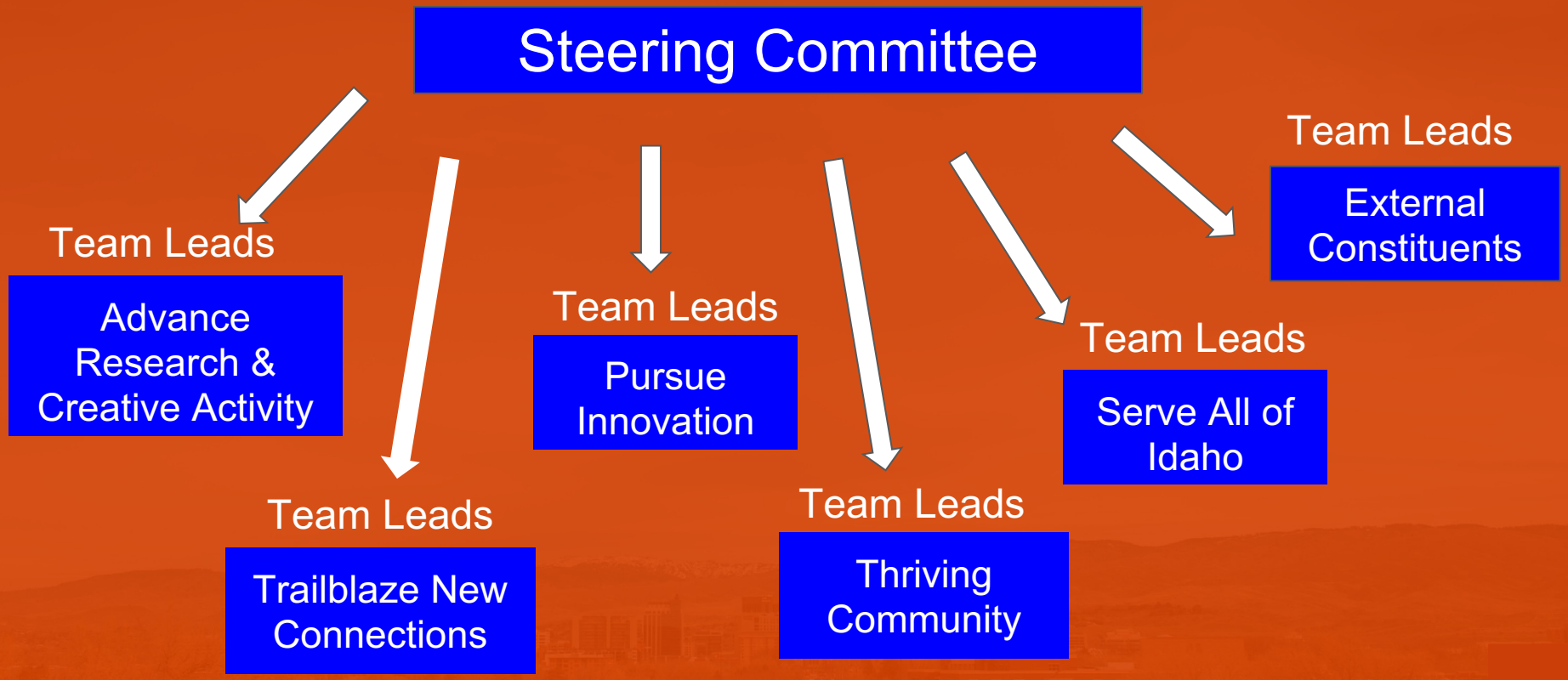
- Empowered, Complementary Co-chairs and Project Management Support

Fundamental Elements

- Role of Boise State President
- Empowered, Complementary Co-chairs and Project Management Support
- Central and Distributed Committee Structure

Steering Committee

Strategic Plan Development Structure



Part II

Campus participation

Communication

Campus Participation

Strategic Planning: Ways to Participate and Provide Feedback

Town Halls and Roadshows

Focus Groups and Campus Forums

Feedback through Google form and strategic planning website

Campus-wide Survey

Email: strategicplanning@boisestate.edu

Communication

Communication

- Providing templates and materials to team leads

Communication

- Providing templates and materials to team leads
- Survey

Share Draft Strategic Plan Framework with Campus

Strategic Planning Framework
Draft Updates: Campus/Dr. Tromp Feedback
12.7.20

Revised Framework

Mission: Boise State is a transformative public university that educates people and prepares communities for success in a changing world. Integrating teaching, research, creativity, and service, the university provides an innovative and inclusive learning environment to advance academic, social, economic, and cultural vitality in Idaho and across the globe

Original Themes: Thrive Idaho, Foster Student Success, Innovation and Global Impact

Vision: A premier student-success driven research university innovating for statewide and global impact

Goals:

Innovation for Institutional Impact

Advance Research and Creative Activity

Trailblaze New Programs and Partnerships

Enhance Student Success

Thriving Community

Communication

- Providing templates and materials
- Survey
- Metrics development

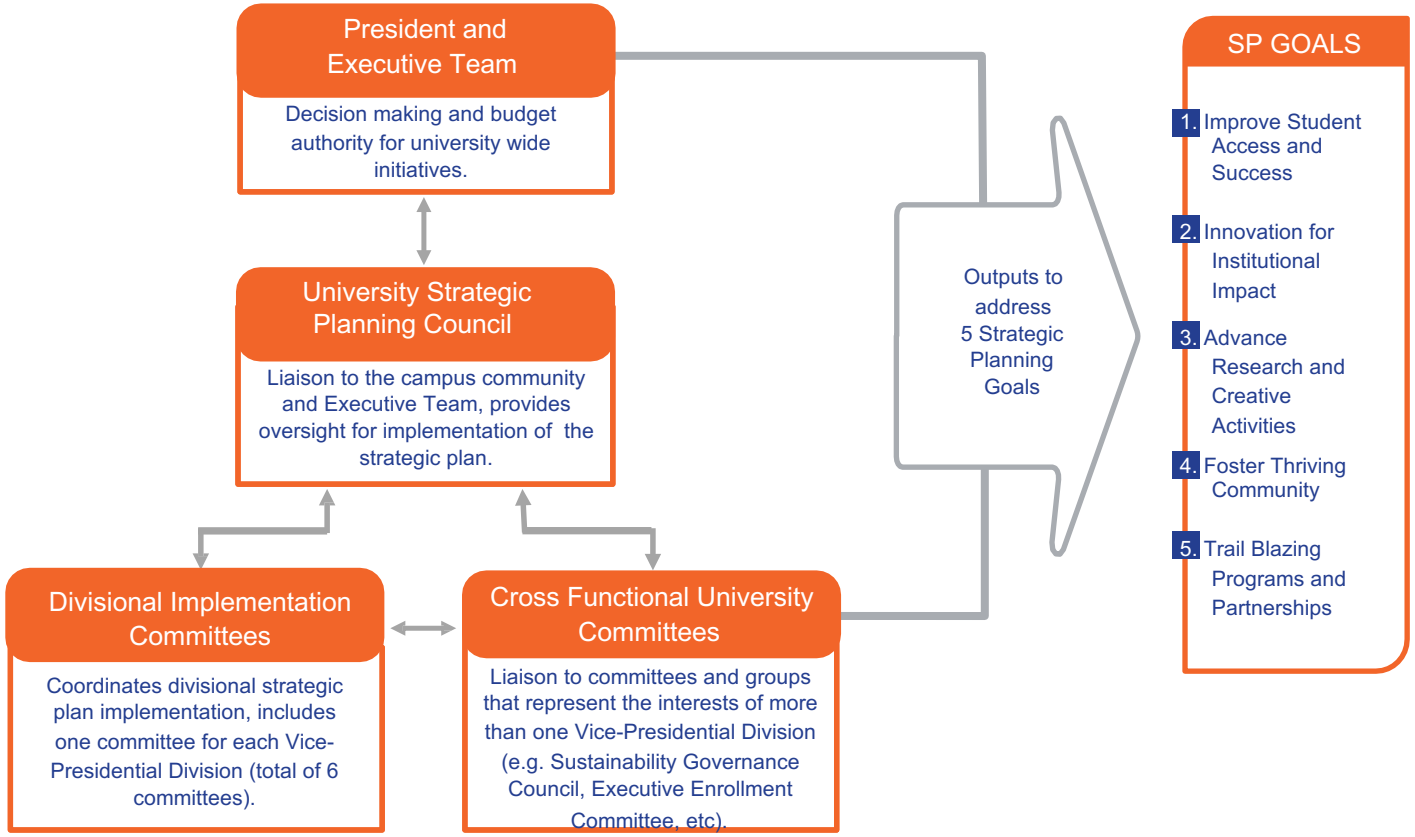
Part III

Strategic Plan Implementation

Implementation

- Structure

Structure for Strategic Plan Implementation



Implementation

- Structure
- Off-cycle Budget Request

Strategic Plan Budget Request

Short-term Initiative

Narrative Proposal for One-time Funds Proposal

Due: June 9, 2021

Factors for short-term initiative with **one-time funding**:

- Initiative must be “shovel ready” and complete by December 2021.
- Total one-time funding requested needs to be between $25,000 - $150,000.
- Initiative must advance the strategic plan (as detailed in question #1).
- Divisions/Cross-Functional groups may submit up to 3 short-term initiatives. Please indicate your #1 priority for the short-term initiatives.

Question 1: Describe Initiative and its alignment to the strategic plan:

a) Please identify a single, primary goal and describe how the proposed initiative supports that goal and associated strategy. Please also indicate, if applicable, what work or progress is underway on it (125 words max):

b) What are the anticipated outcomes and impacts associated with the proposed effort as it relates to the strategic plan? (50 words max; bullet points acceptable):

Question 2: Estimated cost/budget

Total estimated cost of the strategic initiative:
Less existing funds (if applicable):

Total funds requested:

Question 3: Please limit responses to 50 words for the entirety of this section (25 words per prompt)

a)If applicable, list partner units necessary to execution of the initiative (e.g. OIT, FO&M, etc.)

b)List any other factors relevant to this request:

Implementation

- Implementation Structure
- Off-cycle Budget Request
- Synchronized Process

Dear Vice President,

As with FY23, there are 3 components to the university planning and budget process:

1. Program Prioritization (Due March 31, 2023)
2. Blueprint for Success Strategic Plan Update (Due March 31, 2023)
3. Budget Planning Process (Due March 31, 2023)

(1) Program Prioritization - Upload 1) your divisional-level executive summary and 2) all admin & support unit summary report forms received from within your division to your Annual Report Folder by **March 31, 2023**.

- Vice President Divisional-Level Executive Summary
- Divisional Admin & Support Unit Summary Report
    - All units on this list of 2022-23 Admin & Support Units must submit a summary report.

2) Strategic Planning - Demonstrate contributions to advancing Blueprint for Success by updating your division's Mapping Priority Initiatives to Institutional Metrics (strategic plan) spreadsheet by **March 31, 2023**. Updated information should include:

- Status update for calendar year 2022 tactics
- Add any new tactics for calendar year 2023

(3) Budget Planning - Information provided in program prioritization reporting and strategic plan updates may help inform your division's strategic budget requests. Divisional Vice Presidents submit their respective divisional strategic budget requests directly to the Office of Budget & Planning (OBP) by **March 31, 2023**.

The FY24 budget schedule and budget request forms may be found on the Office of Budget & Planning website and the links below:

- FY24 Budget Request Narrative Proposal Template
- FY24 Budget Request Financial Details Template (includes FY24 Projected Fringe Rates)

Synchronized Process

- Program Prioritization Reporting

2022 Program Prioritization & Blueprint for Success Annual Reporting
Dean College-Level Executive Summary

Please review the Academic Department and College Admin & Support Unit Summary Reports submitted by departments and units in your College and provide an Executive Summary (2 pages max). Submit this form and all Academic Department and College Admin & Support Unit Summary Reports from within your college to your college's Annual Report folder by **3/10/23**. The information provided in this summary report will be used to inform annual reporting to the Idaho State Board of Education.

Part I: Program Prioritization Assessment - Calendar Year 2022

Ongoing Assessment / Evaluation: Based on ongoing assessment and program prioritization within your college, provide 5 to 10 examples of improvements and actions you would like to highlight that contribute to advancement in quality, productivity, efficiency, and relevance in your college.

Synchronized Process

- Program Prioritization Reporting
- Strategic Plan Progress

Synchronized Process

- Program Prioritization Reporting
- Strategic Plan Progress
- Annual Budget Request Process

FY24 Budget Request Narrative Proposal

Proposal Title:

Unit / College / Department:

Proposal Summary - Provide a narrative summary and timeline

Total Funding Requested:

Support for Blueprint for Success / Program Prioritization

Please check all that apply:

_____ Goal 1: Improve Educational Access and Student Success

_____ Goal 2: Innovation for Institutional Impact

_____ Goal 3: Advance Research and Creative Activity

_____ Goal 4: Foster Thriving Community

_____ Goal 5: Trailblaze Programs and Partnerships

D*escribe how this proposal supports the Blueprint for Success. Please identify the single, primary goal and associated strategy supported by this proposal and/or how program prioritization has informed this strategic budget request. Include what work or progress is underway on this proposal.*

Budget Justification

Provide justification for the funding amount requested and include the following:

Outcomes and Assessment

Identify the planned outcome(s) of the proposal and describe how results will be assessed.

Questions

Email: strategicplanning@boisestate.edu

Website: https://www.boisestate.edu/strategicplan/