

PENNSSTATE



Capital College

One University, One College

2002 – 2005

Capital College Strategic Plan

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Strategic Planning Guidelines

Themes:

- Quality
- Innovation

Arenas:


- Current Programs and Activities
- Community Engagement and Outreach
- Fit with University Goals and Initiatives

The Strategic Planning Template

- Mission Evaluation or Creation
- Situational Analysis
- Vision Creation
- Definition of Strategic Initiatives
- Objective Setting
- Action Planning
- Determination of Assessment Measures

Strategic Planning Themes

- Quest for Educational Excellence
- Technology as a Learning Tool
- Commitment to Diversity
- One University, One College
- The Engaged University



*Everything is A database:
A Flexible Software Solution For
Assessing The Progress of A
Strategic Plan.*

Project Statement

Create a relational database that will manage the elements of a strategic plan. This will serve as a companion piece to the Strategic Planning document.

What is a Relational Database?

1. Each piece of information is represented by a value in a table.
2. Each table consists of a set of rows and columns.
3. Each row describes one entity.
4. Each column describes one characteristic of the entity.
5. Tables relate to each other.
6. A set of related tables form a database.

A Document vs A Database

A Strategic Plan in the form of a document is:

- A narrative of sentences and paragraphs
- Dated and Printed
- Static
- Edited in multiple versions

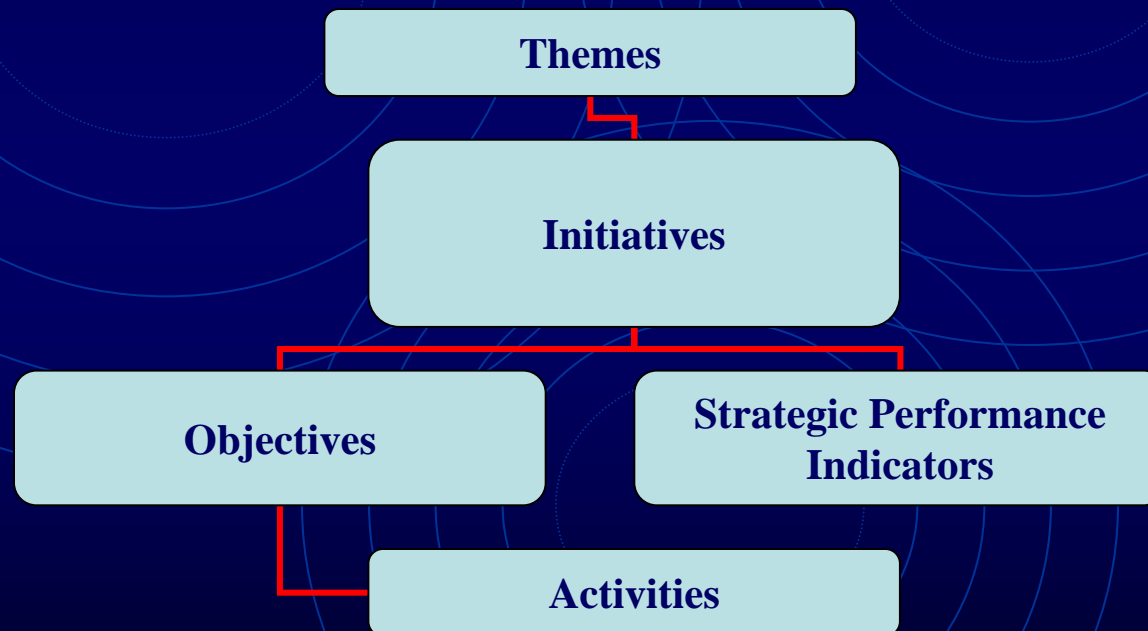
A Strategic Plan in the form of a Database is:

- Referential – always a single version
- Interactive – allows many users
- Measurable – yields ad hoc queries
- Dynamic – accepts comments
- Reportable – produces on-demand reports
- Updateable – creates a logical view

The Elements of The Capital College Strategic Plan

- Themes
- Initiatives
- Objectives
- Action Plans
- Strategic Performance Indicators

The Relationship Between The Elements of The Strategic Plan



The Relationship Between Themes and Initiatives



Every initiative has a theme.

Many initiatives can share the same theme.

Relationship Between Initiatives and Objectives



Each initiative has one or more objectives.

Each objective is associated with just one initiative.

Relationship Between Initiatives and Strategic Performance Indicators.



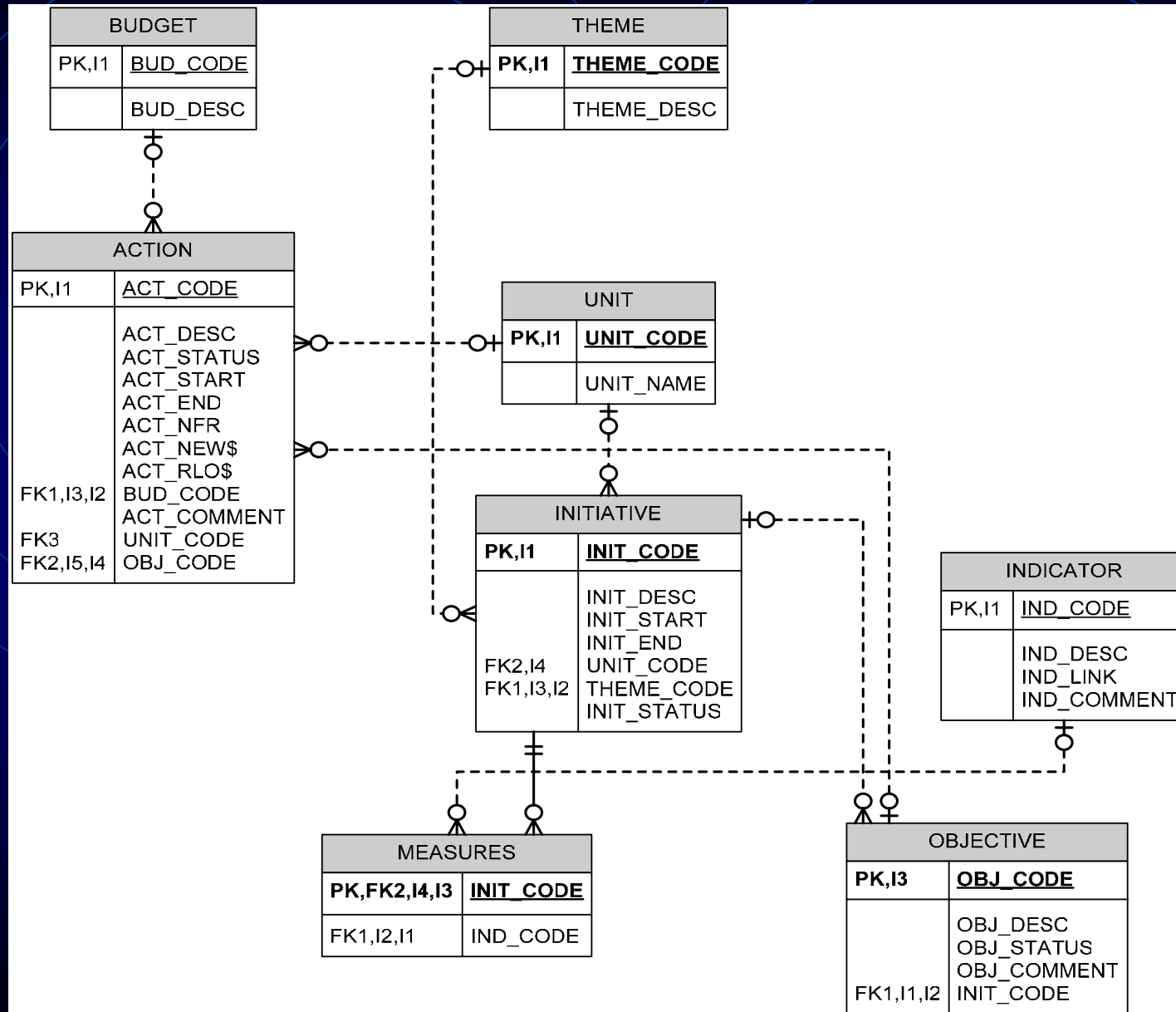
The success of each initiative is measured by one or more strategic performance indicators. Each strategic performance indicator can measure more than one initiative.

Relationship Between Objectives and Action Plans

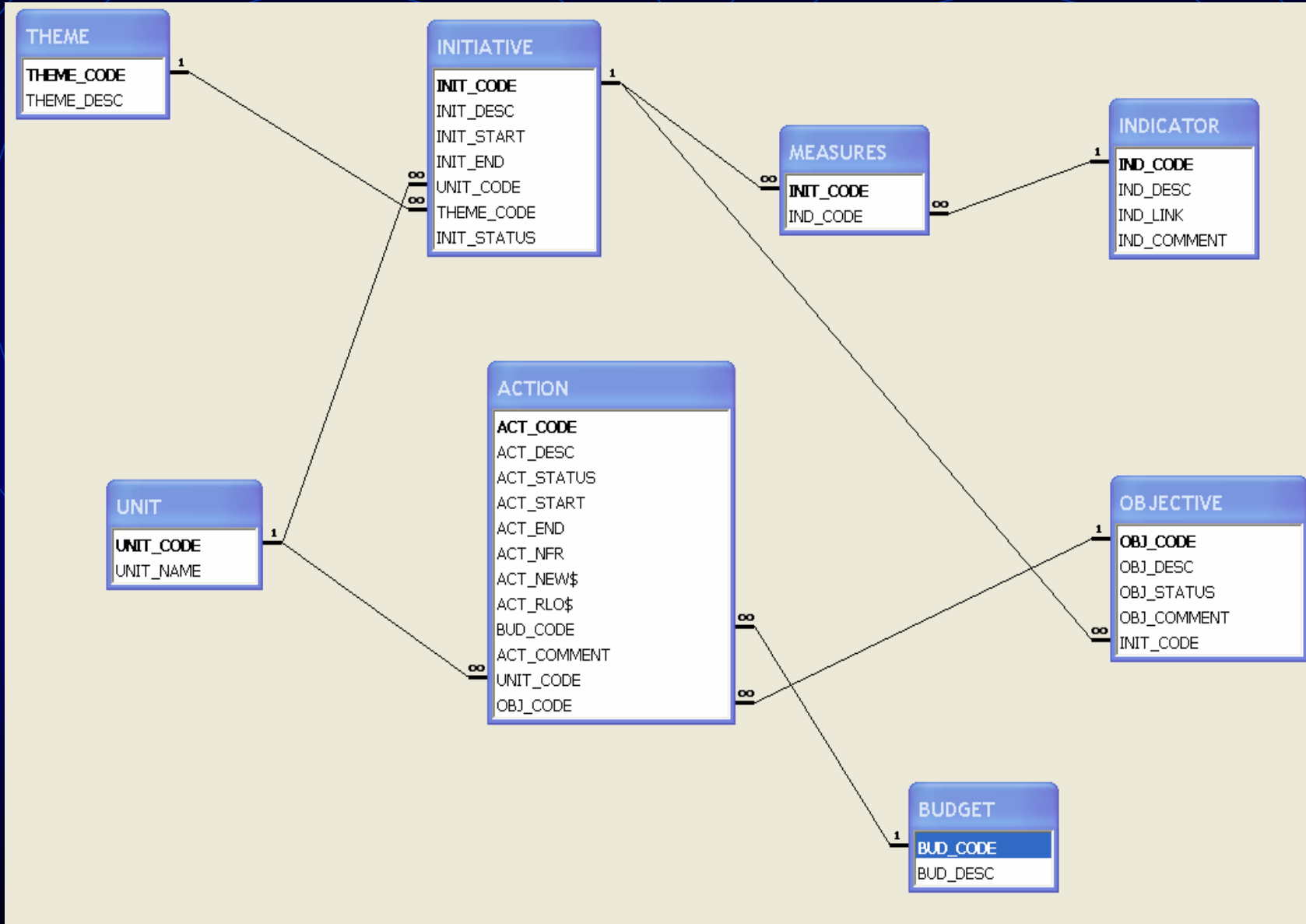


Objectives are accomplished by the completion of defined action plans (activities). Each objective can have one or more action plans associated with it.

A Summary of the Relationships



MS Access Relational Schema



Physical and Logical

- Physically the database is stored on a shared drive on a server that is accessible to users. Access to the database is set by the database administrator.
- Logically the database is written in MS Access 2000.

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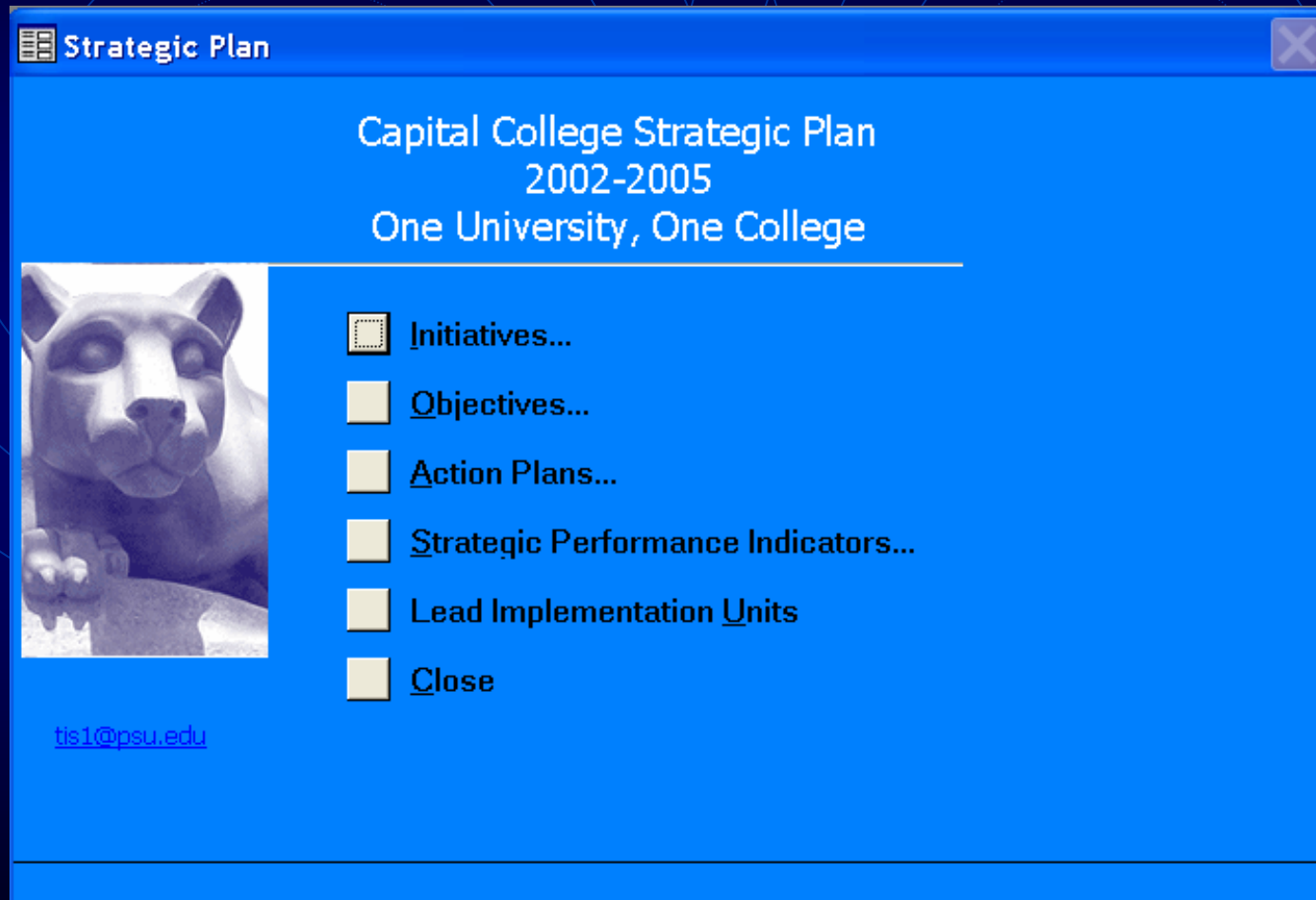
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Capital College Strategic Plan

Selected Screen Capture #1



Selected Screen Capture #2

Initiatives

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2002-2005
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- Themes and Initiatives**
- Status of Initiatives**
- Initiatives and Objectives**
- Initiatives and Lead Units**
- Initiatives and Strategic Performance Indicators**
- Return to Main Menu**

tis1@psu.edu

Selected Screen Capture #3



The screenshot shows a software window titled "Initiatives" with a blue background. On the left side, there is a small image of a lion's head. Below the image, the email address tis1@psu.edu is displayed. A menu is visible with several options, each preceded by a small square icon:

- T
- Status of Initiatives
- Initiatives and Objectives
- Initiatives and Lead Units
- Initiatives and Strategic Performance Indicators
- Return to Main Menu

An "Enter Parameter Value" dialog box is overlaid on the menu. It has a title bar with a close button (X) and contains the text "Enter Initiative Code or * for All". Below this text is a text input field containing the value "EE 19". At the bottom of the dialog box are two buttons: "OK" and "Cancel".

Selected Screen Capture #4

frmINIT_THEME : Form

Themes and Initiatives

E d u c a t i o n a l E x c e l l e n c e


EE 19 Completed






Initiative **Create College-wide standards for effective utilization of classroom.
learning space with input from faculty, students, staff.**

Start 200203SP End 200506SU

Lead Implementation Unit Physical Plant

Unit Code OPP

 Close Form

Record:   1    * of 1

Selected Screen Capture #5

frmACT_OBJ_INIT : Form

Action Plans, Objectives and Initiatives

E d u c a t i o n a l E x c e l l e n c e

EE 19 Initiative Create College-wide standards for effective utilization of classroom learning space with input from faculty, students, staff.

INIT_START: 200203SP INIT_END: 200506SU

Lead Unit OPP

EE19OBJ1 Objective Adopt University standard classroom period times.

Completed

OBJ Comments

Activity Code Activity Using most current fall and spring semester schedules, identify sections offered at nonstandard times.

EE19OBJ1ACT1

Activity Status Not Initiated Activity Start 200203SP Activity End 200203SP

Non-financial Resources

New \$ Needed \$0.00 \$ Reallocated \$0.00 Reallocated from Budget #

Activity Comments 4/08/03 Academic Council has decided to have the Enrollment Services office at PSH do the undergraduate schedule beginning Fall 04. It is expected that the ES office will incorporate the standard classroom meetings times whenever possible. Tis1

Date and User ID comments.

Lead Action Unit ESCL

Print This Page Close Form

Record: 1 of 13

Selected Screen Capture #6

frmIND_INIT : Form

Strategic Performance Indicators

EE 19	Initiative	Create College-wide standards for effective utilization of classroom. learning space with input from faculty, students, staff.
Lead Unit	OPP	Indicator Code EE19IND1
Strategic Performance Indicator	1. At Harrisburg, number of nonstandard classroom periods reduced to less than 40; total campus room utilization ratio increased to >.5 by 2005. 2. At Schuylkill, increase number of classes offered after 3 p.m.; Institute Common Hours M-F.	
Link to Reports	Strategic Performar	
Indicator Comments	rvg2@psu.edu Educational Excellence Strategic Performance Indicator 11	

Record: 1 of 1

Print This Page Close Form

Selected Screen Capture #7

Performance Indicators (2000 – 2005)

11. Utilization of available learning space (%)**

Baseline	00 – 01	01 – 02	02 – 03	03 – 04	04 – 05
Harrisburg		17			
Schuylkill		55			

** Percent of general purpose classrooms scheduled 8:00 a.m. – 5:30 p.m. M – F,
5:30 – Midnight = .23 for Harrisburg although certain classrooms were not
scheduled using the system in Fall 01.

A Relational Database Assists in avoiding some of the pitfalls of a Strategic Plan

1. *Who is supposed to do what?*

Every initiative and action plan has a lead implementation unit assigned to it.

2. *Are we on schedule with the plan?*

Every initiative and action plan has a deadline within the timeframe of the plan.

3. *Are we all working together?*

Each part of the plan reference another part of the plan.

4. *Can we afford to do this?*

The cost of any objective can be derived from the cumulative cost of the activities assigned to that objective.

5. *How is the plan doing today?*

The status of each initiative and activity is easily queried.

6. *Are we communicating with each other?*

Lead units can keep a log on the progress of every objective and activity.

7. *When do we know if an objective is achieved?*

Every initiative has a strategic performance indicator that links to a college or University-wide indicator.