

## SAC SCORES: Assessment Day FALL 2018 Strategic Planning Year-End Activities

**Prior to September 21, 2018**  
**Pre SAC Scores Work Session Checklist**

<input type="checkbox"/>	<p>1. Arrange the Pre SAC Scores Work Session: save-the-date, location, technology needs, etc. <a href="#">Link: <u>Arrange-Pre-SAC-Scores-Work-Session</u></a></p>
<input type="checkbox"/>	<p>2. Access the 2017-2018 Detailed Assessment Report, DAR, (Strategic Plan) in WEAVEonline and print or save the report. <a href="#">Link: <u>Access-the-2017-2018-Detailed-Assessment-Report,-DAR,-(Strategic-Plan)</u></a></p>
<input type="checkbox"/>	<p>3. Obtain data relevant to the unit’s strategic plan for Year-End Review/Analysis <a href="#">Link: <u>Obtain-Data-for-Year-End-Review-Analysis</u></a></p>
<input type="checkbox"/>	<p>4. Ensure each unit member has access to the data <a href="#">Link: <u>Data-Accessibility</u></a></p>
<input type="checkbox"/>	<p>5. Pre SAC Scores Work Session: As a unit, collaboratively review and assess year-end data for each assessment element in the Detailed Assessment Report, and document 2017-2018 Year-End analysis findings in WEAVEonline.</p> <p>The following assessment elements, and Action Plan(s) if applicable, should have WEAVEonline 2017-2018 Mid-Year documentation from the SPRING 2018 SAC Scores – February 9, 2018.</p> <ul style="list-style-type: none"> <li style="display: inline-block; width: 30%;">• Mission Statement</li> <li style="display: inline-block; width: 30%;">• Objectives</li> <li style="display: inline-block; width: 30%;">• Findings</li> <li style="display: inline-block; width: 30%;">• Goals</li> <li style="display: inline-block; width: 30%;">• Targets</li> <li style="display: inline-block; width: 30%;">• Mid-Year Analysis Questions</li> </ul> <p>For FALL 2018 SAC Scores – September 21, 2018, enter 2017-2018 Year-End documentation in WEAVEonline for Findings, Action Plans (if applicable) and Year-End Analysis Questions.</p> <p><input type="checkbox"/> Findings <a href="#">Link: <u>Entering-a-Strategic-Plan-Year-End-Finding</u></a></p> <p><input type="checkbox"/> Action Plans (as applicable, for Targets with status: Not Met or Partially Met) <a href="#">Link: <u>A-Target’s-Status-and-Action-Plans</u></a> <a href="#">Link: <u>Entering-an-Action-Plan</u></a></p> <p><input type="checkbox"/> Year-End Analysis Questions <a href="#">Link: <u>Access-and-Enter-Responses-to-2017-2018-Year-End-Analysis-Questions</u></a> <a href="#">Link: <u>Print-the-2017-2018-Analysis-Answers-Report-by-Question</u></a></p> <p>Description of assessment element terms: <a href="#">Link: <u>Strategic-Planning-Assessment-Element-Terms</u></a></p>
<input type="checkbox"/>	<p>6. Have the Entity Lead’s immediate supervisor review the 2017-2018 Strategic Planning documentation and sign the Strategic Planning Signature Sheet. <a href="#">Link: <u>SAC-Scores-Strategic-Planning-Signature-Sheet</u></a></p>

**Note:** During Summer 2017, voting members of the Strategic Quality Enhancement Committee evaluated 12 Unit Strategic Plans. Summer 2018 evaluations of strategic plans for the initial 12 units and 12 additional units occurred. Rubric for the evaluations:

[Link: Mid-Year-Rubric-for-Evaluating-Department-Unit-Strategic-Assessment-Plan](#)

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**September 21, 2018**

**SAC Scores Work Session Checklist**

<input type="checkbox"/>	<p><b>1.</b> As a unit, collectively ensure the 2017-2018 Detailed Assessment Report, DAR, (Strategic Plan) has the following documented in WEAVEonline.</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Year-End <b>Findings</b> for each 2017-2018 Objective-Measure-Target <a href="#">Link: <u>Entering-a-Strategic-Plan-Year-End-Finding</u></a></li><li><input type="checkbox"/> <b>Action Plans</b> (as applicable for Targets with status: Not Met or Partially Met) <a href="#">Link: <u>A-Target's-Status-and-Action-Plans</u></a> <a href="#">Link: <u>Entering-an-Action-Plan</u></a></li><li><input type="checkbox"/> Responses to <b>Year-End Analysis Questions</b> <a href="#">Link: <u>Access-and-Enter-Responses-to-2017-2018-Year-End-Analysis-Questions</u></a></li></ul>
<input type="checkbox"/>	<p><b>2.</b> Have the following documentation completed and ready to turn-in at the Report Out.</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Pre SAC Scores Work Session Sign In Sheet</li><li><input type="checkbox"/> SAC Scores Strategic Planning Signature Sheet</li><li><input type="checkbox"/> 2017-2018 Detailed Assessment Report, DAR, (Strategic Plan)</li><li><input type="checkbox"/> 2017-2018 Analysis Answers Report by Question (Responses to Year-End Analysis Questions)</li></ul>
<input type="checkbox"/>	<p><b>3.</b> As a unit, collectively determine which goals, objectives, measures, and/or targets are to roll to the 2018-2019 Strategic Plan Cycle. Addressing these initiatives will occur later in the 2018-2019 Strategic Plan Cycle. The 2018-2019 Strategic Plan Cycle will be available after SAC Scores.</p>

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**September 21, 2018**

**SAC Scores Report Out Checklist**

1. Entity Leads attend the 3:30 – 5:00 pm Report Out session and use the 2017-2018 Analysis Answers Report by Question (Responses to Year-End Analysis Questions) to report out on their respective entity.

<b>Division</b>	<b>Report Out Location</b>	<b>Report Out Lead(s)</b>
Academic Success	MLC 4 <sup>th</sup> Floor	Deans for Academic Success
College Services and Entities Reporting Directly to the President	VAC 120	Dean for Performance Excellence
Student Success	NAHC 218	Dean for Student Success

2. Bring the SAC Scores envelope(s) to the Report Out.