

# Eastern Wyoming College --Strategic Directions and Vital Initiatives

March 4, 2008

## Strategic Direction #1 - Thoughtfully prepare our organization and our people for changing and dynamic times.

- **1.1** Encourage professional development at all levels.
- **1.2** Implant opportunities for administration, faculty, and staff to share thoughts; enthusiastically support progressive ideas benefitting one another intellectually and emotionally.
- **1.3** Standardize and document college practices and processes.

## Strategic Direction #2 - Promote high quality, accessible learning experiences through responsive programs of distinction aligned with current & future opportunities.

- **2.1** Provide, develop and implement high quality programs.
- **2.2** Grow programs known for excellence and responsiveness to market needs.
- **2.3** Seize and expand opportunities for outreach and distance education.
- **2.4** Provide enhanced student learning experiences through opportunities for achievement and recognition.
- **2.5** Pursue alternative financial resources that position the college to be responsive to opportunities.
- **2.6** Strengthen student retention and persistence efforts by analyzing data and developing effective initiatives. (Draft – pending Board approval)

## Strategic Direction #3 - Embrace and invest in technology and modern facilities.

- **3.1** Implement the use of leading edge technology for instruction and operational efficiencies.
- **3.2** Create an environment that is user-friendly and responsive to growth.
- **3.3** Provide modern, progressive, and inviting living environments for students.
- **3.4** Design facilities that will accommodate changing technology, and that will utilize resources in a responsible manner.

## Strategic Direction #4 - Enhance the quality of life for individuals, families, the community and region, and positively influence the economy.

- **4.1** Strive to be a focal point of the community.
- **4.2** Expand educational and training activities for regional businesses and industries.
- **4.3** Develop mutually beneficial partnerships that respond to the needs of business and industry.

## Strategic Direction #5 - Recognize and extend our global reach.

- **5.1** Encourage diversity among students, faculty, staff and administration.
- **5.2** Provide all students and employees with opportunities to expand and meet challenges of an ever-changing world.
- **5.3** Promote global awareness by committing to innovative practices and programs that protect the world's future.
- **5.4** Promote the college locally, nationally, and internationally.
- **5.5** Embody the practices that will lead to a respected, progressive institution of higher learning.

Vision Statement: **Eastern Wyoming College will be a dynamic center for education, acting as a catalyst for individual growth, community engagement and global impact.**

## ACTION PLANNING WORKSHEET – 2014-2015

<b>Title of Group:</b>	Team Members: (please list)
<b>Technology Advisory Committee</b>	Technology Advisory Committee
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate #  3.1 – Implement the use of leading technology for instruction and operational efficiencies
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate #  1
<b>Priority #?</b>	Please indicate #  <b>2</b>
<b>What?</b> Strategic Objective (Please state in measurable terms)	Upgrade student ID system for functionality and compatibility with other systems used on campus.
<b>How?</b> Strategies (Please list each strategy)  •  •  •	<ul style="list-style-type: none"> <li>• Work collaboratively with College Relations (CR #4) and Student Services to research and purchase improved Student ID System</li> </ul>
<b>Budget?</b> Estimated Costs	\$99,999 with approximately \$9,000 yearly maintenance cost
<b>When?</b> Timeline	2014-2015
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Technology Advisory Committee/Student Services/College Relations
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Upgraded student ID system is purchased and in use.
<b>Ultimate Goal</b> —How do we know if we are successful?	Student ID system is efficient and functional.

## ACTION PLANNING WORKSHEET – 2014-2015

<b>Title of Group:</b>	Team Members: (please list)
<b>Technology Advisory Committee</b>	Technology Advisory Committee
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate #  3.1 – Implement the use of leading technology for instruction and operational efficiencies.
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate #  1
<b>Priority #?</b>	Please indicate #
<b>What?</b> Strategic Objective (Please state in measurable terms)	Keep hardware current campus wide to ensure functionality and efficiency.
<b>How?</b> Strategies (Please list each strategy)  •  •  •	<ul style="list-style-type: none"> <li>• Work collaboratively with departments and areas to upgrade or replace hardware for college processes and services (both academic and administrative).</li> <li>• Help identify funding for hardware purchases.</li> <li>• Include action plans regarding hardware in the Master Technology Plan for review.</li> </ul>
<b>Budget?</b> Estimated Costs	?
<b>When?</b> Timeline	ongoing
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Technology Advisory Committee
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Action plans with hardware are maintained in the Master Technology plan and reviewed for action on a yearly basis.
<b>Ultimate Goal</b> —How do we know if we are successful?	College staff works with appropriate hardware to perform college services efficiently.

## ACTION PLANNING WORKSHEET – 2014-2015

<b>Title of Group:</b>	Team Members: (please list)
<b>Technology Advisory Committee</b>	Technology Advisory Committee
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate #  3.1 – Implement the use of leading technology for instruction and operational efficiencies 3.2 – Create an environment that is user-friendly and responsive to growth
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate #  N/A
<b>Priority #?</b>	Please indicate #
<b>What?</b> Strategic Objective (Please state in measurable terms)	Provide students, faculty, and staff with leading edge technology for instruction and operational efficiencies.
<b>How?</b> Strategies (Please list each strategy)  •  •  •	<ul style="list-style-type: none"> <li>• Identify appropriate software to be updated for lab computers, faculty computers, and staff computers</li> <li>• Develop plan for purchase and installation of appropriate software updates</li> <li>• Identify funding for purchase of software updates</li> <li>• Install software updates</li> <li>• Provide trainings as necessary for use of software</li> <li>• Develop plan for future software updates</li> </ul>
<b>Budget?</b> Estimated Costs	Costs vary for each product. Quickbooks for T271, T273, Library, CTCC, Tutoring Lab, Douglas Campus Lab, four instructors (Andy, Patricia, Jenn M., Douglas) – approximately 100 licenses Adobe – explore pricing options with WCCC.
<b>When?</b> Timeline	ongoing
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Technology Advisory Committee and Computer Services
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Appropriate software updates are purchased and installed Students, faculty, and staff are using updated software
<b>Ultimate Goal</b> —How do we know if we are successful?	Students, faculty, and staff are equipped with leading edge technology for instruction, learning and operational efficiencies.

# ACTION PLANNING WORKSHEET

<b>Title of Group:</b>	Team Members: (please list) Ron Laher-Administrative Services Karen Parriott-Business Office Lori Moore-Payroll Chuck Kenyon-IT Stuart Nelson-Human Resources
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate # 3.1, 3.2, and 5.5
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate # 6.2a
<b>Priority #?</b>	Please indicate # 3
<b>What?</b> Strategic Objective (Please state in measurable terms)	Develop backup plan to continue fiscal operations in the event of interruption of IT systems
<b>How?</b> Strategies (Please list each strategy) <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Make general workstation available in Computer Services with an alternative ISP connection for use during state connectivity outages</li> <li>• Pursue static IP addresses for key fiscal workstations to enhance data security</li> <li>• Create VPN for Datatel Colleague access from home networks using college laptop systems</li> </ul>
<b>Budget?</b> Estimated Costs	\$0
<b>When?</b> Timeline	March 2014 to March 2015
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Ron Laher-Administrative Services Karen Parriott-Business Office Lori Moore-Payroll Chuck Kenyon-IT Stuart Nelson, Human Resources
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	<ul style="list-style-type: none"> <li>• Periodic meetings to report/assess progress—April 30, July 30, September 30</li> </ul>
<b>Ultimate Goal</b> —How do we know if we are successful?	Realization of a viable plan

## ACTION PLANNING WORKSHEET

<b>Title of Group:</b> <b>Computer Services</b>	Team Members: (please list) Kenyon, Martin, Urbanek, Vasko
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate # 3: 3.1, 3.2
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate # 7.1 d
<b>Priority #?</b>	Please indicate # CS-4
<b>What?</b> Strategic Objective (Please state in measurable terms)	Upgrade of building network systems to current structured cabling standards. This includes network and telephone jacks, network closets, power over ethernet and uninterruptible power supplies for network switches.
<b>How?</b> Strategies (Please list each strategy) <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	As each building wing undergoes renovation/renewal, network equipment is installed to current standards to facilitate upgrades and provide a more robust and secure network capable of supporting Voice over IP telephones, emergency notification, and greater network traffic.  Projects would include upgraded fiber optic runs from peripheral buildings to demarc room in Computer Services.
<b>Budget?</b> Estimated Costs	\$ 1,000,000
<b>When?</b> Timeline	From FY-2015 to FY-2019
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Computer Services, Physical Plant
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Fully functional, robust, secure and hardened data, emergency and telecommunications network.
<b>Ultimate Goal</b> —How do we know if we are successful?	Fully functional, robust, secure and hardened data, emergency and telecommunications network.

## ACTION PLANNING WORKSHEET- 2014-2015

<b>Title of Group:</b>  <b>Learning/Outreach/IR</b>	Team Members: (please list) Kimberly Russell, Lynn Wamboldt, Karen Posten
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate # 3.1, 1.3
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate # N/A
<b>Priority #?</b>	Please indicate #
<b>What?</b> Strategic Objective (Please state in measurable terms)	IR Director becomes CROA power user and provides training and knowledge to other areas of the college.
<b>How?</b> Strategies (Please list each strategy) <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Kim learns how to automate scheduling of queries</li> <li>• Continue state-wide IR training for Kim</li> <li>• Support and understand state-wide SLDS system</li> <li>• Provide dashboard training for administrators</li> </ul>
<b>Budget?</b> Estimated Costs	Minimal
<b>When?</b> Timeline	2014-2015
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Kimberly Russell
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Migration of data elements is complete. Locations identified for data elements. Training activities are scheduled and attended. Dashboard is developed for Dee, Mike and Rex
<b>Ultimate Goal</b> —How do we know if we are successful?	The IR office is a CROA power user and provides training and knowledge to others in the Learning office to become more familiar with CROA.

## ACTION PLANNING WORKSHEET – 2014-2015

<b>Title of Group:</b>  <b>Institutional Research/Learning</b>	Team Members: (please list) Kimberly Russell, Dee Ludwig, Lynn Wamboldt
<b>EWC Strategic Direction and Vital Initiative #?</b> Example 1.1, 1.2, . . .	Please Indicate # 1.3
<b>Statewide Strategic Objective, Strategy and Action Step #?</b> Example 1.1a, 3.1b, . . .	Please Indicate # N/A
<b>Priority #?</b>	Please indicate #
<b>What?</b> Strategic Objective (Please state in measurable terms)	Continue to prepare accurate and timely Institutional Data Reports.
<b>How?</b> Strategies (Please list each strategy) <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Refresh timeline and tickler file for Board reports</li> <li>• Review information for reports one to two weeks in advance of deadlines.</li> <li>• Use CROA efficiently to generate reports</li> </ul>
<b>Budget?</b> Estimated Costs	Minimal copying costs
<b>When?</b> Timeline	2014-2015
<b>Who?</b> Team or Responsible Persons for leading strategic objectives	Kimberly Russell, Dee Ludwig, Lynn Wamboldt
<b>Measurements/Accountability</b> Key Performance Indicators (KPI)—How do we know if we are on the right track?	Information is provided accurately and is reviewed in a timely manner.
<b>Ultimate Goal</b> —How do we know if we are successful?	Constituents receive accurate and timely information.