Division of Student Affairs
Strategic Planning Guide for Initiative Groups

Phase 1

Intentionality
Getting specific about Activities, Outcomes and Outputs

Gather Resources
Identify key people and existing efforts in this area on campus or externally.
Identify various approaches.

Tasks to be Accomplished
Identify specific milestones to be achieved.
Form subgroups if necessary.
Develop feedback mechanisms.

Phase 2

Resources & Structures
How can this initiative be supported considering budget, staffing, materials, organizational chart, etc.

Milestones
Develop a timeline and meeting plans.
When will follow-ups, reports and reviews, etc. occur?

Phase 3

Metrics
How will we know if we successfully achieve the outcomes & outputs?

Reflection
Relating the initiative, activities, outputs and outcomes to Student Affairs Goals, Learning Goals for Graduates.
Discuss strong points in the process and areas in need of improvement.

Refer to the Glossary and “Benny’s Strategic Planning Story” for definitions and examples.
Need assistance of more information? Contact Rebecca Sanderson (Rebecca.sanderson@oregonstate.edu; 541-737-8738; 103 Poling Hall)

Developed by Maureen Cochran, 10/2011