Strategic Planning Action Teams

Meeting 7
Dreaming-Doing Continuum

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### The Stages of Action Planning

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Tactic

• Type Tactic Here
**Action Plans...**

- Provide explicit directions for action
- Describe what is required to realize results
  - Specific tasks or activities
  - Separately-assignable
  - Latitude for on-time, on-site decisions
    - *understand that not all plans will be implemented right away (within 3 years)*
  - Cost & benefit analysis
Finalize your plans

• Post one Action Plan at a time & make sure that it fully supports the result statement. (If we do all of this, will we see the result?)

• Make changes as necessary

• Get it typed up! 😊
Cost-Benefit Analysis

Examine your work

What benefits will this plan create?

Tangibles and intangibles

What will it truly cost?

Tangibles and intangibles

Is this an adequate return on investment?
**Tangible benefits**

Forecast the *quantitative* advantages

- Lower costs
- Higher scores
- More graduates
- Additional revenue
- Etc.
Intangible benefits

Forecast the *qualitative* advantages

- Improved morale
- Higher self-esteem
- Greater sense of involvement
- Etc.
Tangible costs

Approximate expenditures

- This will be used for site budgeting so it needs to be pretty specific (subs, extra assignment, time, etc)

Funds for:

- Supplies
- Staff
- Equipment
- Consulting services
- Etc.
Intangible costs

Estimate the likely negative consequences

Qualitative issues:

Stress

Controversy among ______?  
Frustration with ______?  
Anxiety about ______?  
Increased work load  
Etc.
Homework

Draft a cost-benefit analysis for each action plan.

When you think you have all of the costs/benefits, see if they are balanced!
Next week’s plan

- Finalize Cost-Benefit Analyses
- Last draft of all plans
- Prepare for Planning Team