

In the timeline table below are key elements of the project work plan and anticipated milestones. Milestones that have been met are in a green background.

Phase I - Project Launch, Development, and Information Gathering

Late October 2014 through February 2015

Date	Activity or Milestone
October 27, 2014	Project Launch
October 28, 2014	Document: Introduction to K&A
November-December, 2014	Document and Data Review
November 4, 2014	Document: Project Brief
November 5, 2014	SPC First Meeting
Late November, 2014	Preliminary Telephone Interviews
November 25, 2014	Benchmark institutions identified
December 3-5, 2014	First Retreat
December 12, 2015	Last Day of Finals for Fall Term
January 9, 2015	Document: Project Work Plan and Schedule
January 20, 2015	Classes Resume
January 29-30, 2015	Information and Idea Gathering - Full Campus Retreat <ul style="list-style-type: none"> • <i>The first day will include further information gathering meetings with department chairs, KSCEA and KSCAA leaders, adjunct faculty, the Office of Institutional Research, Admissions, and Grants & Research, as well as Keene civic leaders.</i> • <i>Full campus retreat on morning of January 30, 2015</i> • <i>Afternoon of January 30 will include meetings with faculty, students, and staff.</i>
February 23-25, 2015	Information and Idea Gathering - Leadership Meetings <ul style="list-style-type: none"> • <i>Visit will begin afternoon of 2/23, going through 2/25.</i> • <i>Leadership meetings are tentatively planned for first half of Tuesday.</i>

Date	Activity or Milestone
February 2015	Survey Planning and Design
	Data and Information Synthesis and Planning Themes
	Review of Findings and Planning Themes
March 2-15, 2015	Surveys Active
March 15-22, 2015	Spring Break

Phase II - Priorities, Goals, and Objectives - March to Early April 2015

Date	Activity or Milestone
Week of March 30, 2015	<p>Leadership Discussions Strategic Analysis and Vision - Strategic Planning Retreat</p> <ul style="list-style-type: none"> • <i>2.5 days, combining 1 day of leadership meetings and a 1.5 day strategic planning retreat.</i> • <i>Leadership meetings will include the President and leadership team to review emerging conclusions; discuss factors of strategic significance; develop a draft vision statement.</i> • <i>K&A will plan, facilitate, and document conclusions of the strategic planning retreat.</i>
Early April, 2015	Draft of Vision, Values, Priorities, Goals, and Objectives
Mid-April, 2015	Refining Vision, Values, Goals, and Objectives
	Document: Draft Strategic Plan

Phase III - Implementation and Completion - April to Mid-May 2015

Date	Activity or Milestone
Late April, 2015	<p>Implementation/Action Planning Group</p> <ul style="list-style-type: none"> • <i>K&A will work with the President and leadership team to create planning group with some cross-representation from SPC.</i>
April-May, 2015	<p>Document: Implementation/Action Plan</p> <ul style="list-style-type: none"> • <i>Narrative and graphic components detailing activities, sequencing, and timelines; assignments, estimated costs, impact, and assessment/metrics for implementation</i> • <i>Estimate two, one-day campus visits and several conference calls from April to early May.</i>
Mid-May, 2015	Finalization, Review, and Approval of Strategic Plan