

Initiative Planning Worksheet

Initiative: 1.A.14	Develop a comprehensive student orientation process. (Ties to 1.B.2 & 1.B.3)						
Outcomes Driver:	Peter Wielinski						
Team Members:	S. Anderson	P. Brynildson	J. Edmonds	C. Simon	M. Nelson	M. Perry	S. Rethemeier
Administrative Sponsor:	Peter Wielinski						
Action Step(s):	<ul style="list-style-type: none"> a. Conduct literature review of promising practices, theory, and philosophy during retreat. b. Identify orientation elements, key points for delivery, delivery modes, and chart prientation process. c. Develop content for orientation elements according to Orientation Matrix. d. Pilot with students. e. Assess effectiveness and accessibility.. 						
Projected Outcomes:	<ul style="list-style-type: none"> a. A minimum of 20 articles/resources will be reviewed by the 1.A.14 Initiative Team at retreat. b. An Orientation Matrix will document the specific items at retreat. c. Content Managers will be identified to develop the content in accordance with the Orientation Matrix. d. All new incoming students for Spring 2014 will be oriented using the new process. e. Brief post-orientation surveys will demonstrate a 75% info retention rate. Annual student surveys will demonstrate a 75% satisfaction rate with ease of access. 						
Timelines:	<ul style="list-style-type: none"> a. Fall 2012. b. January 2013. c. June 2013. d. Fall 2013. e. June 2013 and ongoing. 						
Projected Status/ Actual Outcomes:	<ul style="list-style-type: none"> a. Completed. b. Completed. c. d. e. 						
Anticipated Cost:	Staff time, \$0 additional resources.						
Data Needs:	TBD						
Other Support Needs/ Collaborations:	Pdf one-pagers will need assistance from PR department. Possible IT support in getting resources posted to web.						