Dear Campus Community:

On behalf of the USAP task force, we thank you for your patience with our slow, deliberate, and collaborative process, which we know has led to impatience with our delay in communicating how we will conduct our analysis, and what feedback we will provide in Spring 2015. We will be providing feedback to each unit that responds to the following questions about the unit’s report:

1. Are the goals specific, measurable, achievable, realistic, and timely?
2. Are the unit goals aligned with the Strategic Plan goals, aligned with the mission of IPFW, or essential to the success of the university?
3. Are the goals likely to have a significant effect on the university's plan?
4. If relevant, suggest opportunities for collaboration or addressing a gap.
5. Additional comments

As we mentioned in the unit meetings held in October, the university-level analysis of the reports represents a more complex task for our group than the feedback for individual units, because we will be looking at the big picture to see things that would not otherwise be visible. The university-level analysis of the USAP reports will aim to achieve the following objectives:

1. Make recommendations related to alignment with and progress toward Plan 2020 goals (e.g., identify university goals that need more focused attention from more units, identify gaps that need to be addressed).
2. Identify unit goals with potential to have a strong impact on Plan 2020 goals.
3. Recommend possible collaborations or shared responsibility to create efficiencies.
4. Recommend changes to lead to increased operational effectiveness.

The unit reports for this year are due December 31, 2014. Beginning in year 2, USAP will use the qualitative and quantitative data generated by units to provide a broader picture to consider in making recommendations. In order to align more closely to the budgeting process, the reports for year 2 will be due on October 31, 2015.

If you have other questions about the work of the USAP task force, please see the FAQ posted at https://www.ipfw.edu/microsites/usap/frequently-asked-questions/ or contact a member of the task force or facilitation team (listed here: https://www.ipfw.edu/microsites/usap/Meet_the_Team/).

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