

90-Day Cycle Action Planning Worksheet

Guiding questions:

1. What is our charter for this 90-day cycle? (What are we going to accomplish?)
2. How will this accelerate progress on our S.M.A.R.T. goal?
3. How will we know?

30	Activities	Owners	2yr Needs / Implications	4yr Needs / Implications	Due Date	Status
60	Activities	Owners	2yr Needs / Implications	4yr Needs / Implications	Due Date	Status
90	Activities	Owners	2yr Needs / Implications	4yr Needs / Implications	Due Date	Status

Driver Diagram Template Worksheet

Guiding questions:

1. What is the existing condition that needs to be improved?
2. What's the evidence that tells us it needs to be improved?
3. What are the root causes or core drivers of the challenge we want to make progress on?
4. If our long-term goal is to dramatically improve outcomes for transfer students while closing equity gaps, what is the most important three-year S.M.A.R.T. goal we can set for ourselves?
5. What are the most important things we should be doing in the near term to make progress toward our S.M.A.R.T. goal?

