

Strategic Initiative Project Work Plan Summary

Project Name:	Laker Solutions	Academic Year:	2019-2020 / Version 0.2 (07-19-16)
Strategic Priority:	Build Brand through Community Engagement and Program Development	Project Leaders:	R. Turner, Patricia Todebush, Keith Miller
Team Members:	John Mascaritolo, Wanda Polite, Shenandra Usher, Melody Carter, Jennifer Parrott, Byron Jeff, Judiffier Pearson (SBDC SME as needed)		
Project Description:	Design and Development of Laker Solutions, CSU Community Consulting Capability		
Success Measure(s)	See Below		

#	MAJOR TASKS / Action Steps ⁱ	Target Date	Responsibility	Deliverable(s) / Notes
1	☐ Kickoff Meeting	6/2/16	Todebush	Group Meeting
2	☐ Form Core Team	6/10/16	Todebush	Project Work
3	☐ Develop Project Plan First Draft	6/7/16	Todebush, Miller	Project Work
4	☐ Present Project Plan to SC	6/8/16	Todebush, Miller	Report-Out
5	☐ President Cabinet Retreat	6/22/16	Todebush, Miller	Group Meeting
6	☐ Finalize Vision, Mission	6/28/16	Miller	Project Work Revival of the experts list Recognition as BOR Cooperative Organization

7	<input type="checkbox"/> Year 1 Success Goals and Measures	7/26/16	Team	Program Goals, Year 1: <ol style="list-style-type: none"> 1. Charter complete 2. Org structure complete 3. Program measures identified 4. Program evaluation plan for pilot project(s) complete Year 1 Success Measures: <ol style="list-style-type: none"> 1. Charter signed 2. Org structure approved 3. Business plan approved 4. Pilot project(s) MOUs in place 5. Pilot project(s) approved 6. Pilot project(s) ready to launch Program Metrics (work in progress): <ol style="list-style-type: none"> 1. Impact Measures
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				a. # of projects successfully completed b. # CSU personnel engaged in projects 2. Business Measures: <ol style="list-style-type: none"> a. Project pipeline management b. Revenue (\$\$\$) c. Community service hours completed d. Contacts made
8	<input type="checkbox"/> Initial Charter Complete	8/16/16	Todebush, Miller	Milestone
9	<input type="checkbox"/> Year 1 Planning Kickoff	8/16/16	Team	Milestone, Group Meeting
10	<input type="checkbox"/> Analysis (SWOT)	10/31/16	Miller (Internal), Mascaritolo (External), SWOT (Team)	Project Work Stakeholder analysis (internal stakeholders) Identify funding restrictions/ options
11	<input type="checkbox"/> Year 2 (Pilot) Planning	4/30/17	Team	Project Work

12	<input type="checkbox"/> Organizational Structure	12/5/17	Team	ON HOLD
13	<input type="checkbox"/> Update to Extended Cabinet	July 2017	Miller	Complete
14	<input type="checkbox"/> Year 2: Pilot Activities	August 2018	Miller	Project Work Tentative Goal: 1 outside consulting projects DACC strategy consulting (pro bono) - COMPLETE
15	<input type="checkbox"/> Year 2: Lessons Learned, feedback to President	January 2018	Miller	Complete Further deployment of LS delayed until supporting infrastructure is ready
16	<input type="checkbox"/> Year 2: Support Infrastructure Next Step: Subject Matter Database	TBD	Provost Office	Foundation for Intellectual Capital, organizational structure, financial transaction process, and contracting process, must be completed before moving forward
17	<input checked="" type="checkbox"/> Year 4: To do next - Complete Laker Solution	June 2020	R. Turner	Goal # 1 Laker Solution database created or linked to the CaPE website. Developing the database to be completed before moving forward.