

**Keene State College Planning Process
Evaluation Criteria for New Initiatives
AY2009-2010**

Planning Council Criteria:

1. Congruent with mission statement

2. Supports one or more stated values

We value:

- a. All members of our community: students, faculty, staff, alumni, and friends
- b. Strong relationships between students, faculty, and staff
- c. Excellence in teaching, learning, and scholarship
- d. Commitment to learning and cultural enrichment
- e. Social justice and equity in our community and in our curriculum
- f. Educational challenge and support for a wide range of learners
- g. Physical and financial access and support
- h. Balanced development of mind, body, and character
- i. Diversity, civility, and respect
- j. Civic engagement and service to the community
- k. Environmental stewardship and sustainability
- l. Partnerships that enhance the quality of life in Monadnock region, NH, and world
- m. An attractive campus that inspires and supports inquiry, reflection, and social interaction

3. Supports one or more strategic plan goals

- a. To significantly enhance and become recognized for the quality of our academic programs and the academic achievements of our faculty and students.
- b. To clearly and continuously communicate our mission and values in all that we undertake, and to foster a strong sense of community on campus in pursuit of academic excellence.
- c. To invest in faculty and staff so they can provide leadership for the College's transformation.
- d. To actively engage our students in a learning process that is grounded in service, citizenship, and ethical awareness.
- e. To provide high-quality academic programs that are affordable and accessible to a wide range of learners.

4. Student Considerations

- a. Helps attract and/or retain students
- b. Meets occupational needs in community, NH and/or New England
- c. Provides/increases access to high demand programs at KSC and across USNH

5. Resource considerations

- a. Makes efficient and/or effective use of human, technological or facility resources
- b. Keeps costs competitive for target market of prospective students
- c. Moves us toward appropriate use of full time vs. part time instructional faculty
- d. Sustains or increases our ability to generate revenues

6. Capitalizes on existing KSC strengths

- a. Physical attractiveness and functionality of buildings and grounds
- b. Students view College leadership and student services as positive and helpful
- c. Quality of faculty & concern for students
- d. Positive relations between the City and College
- e. Monadnock Region’s quality of life

7. Minimizes KSC weaknesses

- a. Meeting needs of non-traditional students, course scheduling and service availability
- b. Balance between full-time and adjunct faculty
- c. Increasing demands on student services by students and parents
- d. Condition of older buildings

8. Budget Impact

Cost Summary (rounded to the nearest dollar)

Item	Cost
FY11 One Time Costs being requested	
FY11 Recurring Costs being requested	
FY11 Total Costs being requested	
Total 3-year Costs being requested	

9. Are there risks **in doing or not doing** the proposed initiative?

10. Does your group see any **possible synergies** with other initiatives?

Information Technology Additional Criteria

- a. Identifies ways in which the initiative reduces risk (legal, liability, reputation risk, and federal and state compliance)
- b. Identifies intra-or-inter-dependence (synergies between parallel projects)
- c. Completed Enterprise Information System Assessment (if applicable).

Facilities Additional Criteria (Please include cost estimate, drawings or descriptions, if available)

- a. Identifies ways in which the initiative responds to occupational health and safety needs.
- b. Identifies ways in which the initiative promotes resource stewardship including economics, and environmental and social issues.
- c. Indicated ways in which the initiative is consistent with 2004 Master Plan.
http://www.keene.edu/admin/masterplanning/masterplan_execsummary01.pdf

Human Resources Additional Criteria

- a. Relationship of the function to a defined strategic goal or the mission of the institution.
- b. Demonstrated need for the position.
- c. Demonstrated deficiency in departmental staffing relative to benchmark comparators or industry standards.
- d. Demonstrated deficiency due to new or increased workload/productivity demands (such as due to new laws, regulations, changes in technology, requirements for compliance)
- e. Risk to the College that will/can be mitigated by the staffing request
- f. Opportunity to convert long-term full-time non-status staffing.