

# Planning Insights

## Office of Planning & Performance

June 2015

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### Closing the Loop on Your Unit Plans & Assessment for 2014-15

Assessment findings for 2014-15 are due to be updated in the Weave system by **August 15th**.

To assist you with the update process, we have created a brief video taking you through the steps needed to add your 2014-15 Findings. The video is posted on a [webpage](#) that requires you to login using your NKU access. Login is required because Weave does not allow users to publicly share their screens.

Please feel free to contact Planning & Performance at ext. 6488, and we can walk you through the process.

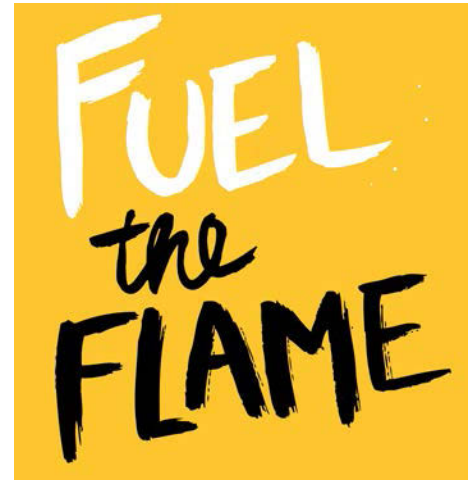
#### **Important dates and information to remember:**

On **July 1**, the 2015-16 cycle will be created.

By **June 30**, you should review your Weave elements. Based on what your plans are for 2015-16, you may want to change the "active through" date to 2014-15 for any goal, outcome/objective, measure, or target that you do not want to continue for the 2015-16 year. Remember to end elements from the bottom up, starting with the target, then the measure, the objective, and lastly the goal so that you do not create orphans.

If you do not complete changes before the new cycle is created, don't worry. It can be completed after the new cycle is created, but you will want to be in the 2014-15 cycle when making changes to the "active through" cycle.

After the new cycle is open, you may still edit the 2014-15 wording and use the "Copy Edits Forward" button to apply the change to 2015-16, if applicable.



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## Closing the Loop on Your Unit Plans & Assessment for 2014-15 (Continued)

Be sure to note which cycle (fiscal year) that you have open each time you begin to work in Weave. As a helpful reminder, the background color for the current cycle open will always be blue.

Therefore, on July 1, the cycle with a blue background will be 2015-16, and the background for the 2014-15 cycle will become a pale yellow. All older cycles will have a grey background.

If you have not done so yet, please associate your unit-level objectives with the appropriate Strategic Plan objectives and/or Executive Dashboard metrics under 'Strategic Plan Associations' or 'Dashboard Indicator Associations'.

We will be glad to assist with Weave support or provide one-on-one training sessions. We can help review your current elements entered in Weave and answer your questions.



### Planning Dates to Mark Your Calendar

*June 30, 2015*

Update to "Active through Cycle" for plan elements (goals, objectives, measures, and targets)

*July 1, 2015*

New cycle (2015-16) created in Weave

*August 14, 2015*

Fall Convocation

*August 15, 2015*

Findings, analyses, and action plans are due for 2014-15

*October 1, 2015*

Annual Plan and Assessment updates are due for 2015-16

Also available is the [NKU Planning Timeline](#).

## Fuel the Flame Updates:

An interactive [Executive Dashboard](#) was launched last year to showcase the metrics associated with the 2013-18 Strategic Plan, *Fuel the Flame*.

[2014 Annual Report](#) was released in January highlighting accomplishments and stories from the past year.

The strategic plan established an objective to "develop an all-funds approach to budgeting and ensure budget processes align resources with strategic goals." Please check the website, <http://newbudgetmodel.nku.edu/> for information about the new budget model initiative.

Many more updates and materials are available at the Strategic Planning Process website. Please be certain to check out the NKU [Internal Planning Portal](#) page (NKU faculty/staff login required). Divisions, Colleges, and major organizational unit strategic plans are posted here. Later this summer, progress reports for these strategic plans will be added to the page.

## Office of Planning & Performance

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