

DRAFT

Minnesota State University, Mankato Criteria

STEP 1a. THE MISSION, VISION, ALIGNMENT FOR MINNESOTA STATE UNIVERSITY, MANKATO

The University's vision sets out the reasons for the organization's existence and the "ideal" state that the organization aims to achieve; the mission identifies major goals and performance objectives.

1. Does the program support the University's vision and mission?
2. How does the program support the Minnesota State Colleges and Universities system strategic work plan?

STEP 1b. NEEDS ANALYSIS

The needs analysis can be performed within the frameworks of the SWOT (strengths, weaknesses, opportunities, and threats) analysis. The SWOT analyzes information about organization's external and internal organizational factors/environment. The SWOT analysis framework (Attachment A1 and A2) may be used as a tool to answer the following questions:

Internal

1. How does the program develop a new strength or utilize an existing strength within Minnesota State Mankato (existing organization)
2. How does the program address a weakness or existing weakness within Minnesota State Mankato?

External

1. How does the program develop a new opportunity or utilize an existing opportunity within Minnesota State Mankato's external environment?

2. How does the program address a new threat or an existing threat within Minnesota State Mankato's external environment? Consider the following factors: demographic, technological, political, legal, social, international.
3. How does this program address a market demand/need within the Minnesota State Mankato organization?
4. Is this program to address a legislative action? If yes, how would this program address a legislative action?

STEP 2. PROGRAM JUSTIFICATION/RATIONALE

Periodic evaluations of a programs strategies, tactics and action are essential to assessing success of the strategic program planning process. The Program Justification framework (Attachment B) may be used to answer the following questions:

1. What are the program's long term performance goals?
2. Who are the responsible entities for this proposed program?
3. What are key strategies or tactics for achieving the performance goals?
4. What are the measurable outcomes that would be used to determine if the performance goals are being achieved?
5. How would the measurable outcomes be assessed?
6. Identify a standard or criteria for measuring the outcomes
7. What are the resource needs and financial indicators (fiscal, salary, space, equipment and other non salary items)?
8. What other sources of funding, self-generated income, or collaboration currently exist that are available to support this proposed program?
9. What is the proposed timeline for implementation of this program?