**Agility: 2. Process/ Policies/ Procedures
Implementation Team Tri-chairs:** Martinez/ Sherpherd/ Byle

**Subcommittee lead(s):**

**Subcommitee membership:**
**Estimated Completion Date:** July 2019

**Description:** Review processes, procedures and policies to improve efficiency and create sensible work flows to increase student and faculty/staff satisfaction.

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| **Meetings occurred or scheduled: *What is your tentative timeline, recognizing the need to be flexible as necessary?*** |
| Thought the team has met regularly as stated in the shared governance evaluation, this particular objective has been on hold while we work out shared governance. The idea is that once we have established shared governance, then part of the Agility team would begin proposing changes to procedures and practices through the established governance system. |
| **Summary of first steps: *What has your team accomplished so far (i.e.,  selecting work groups for each objective; identifying supporting resources available on/off campus)*** |
| In the process of discussing “opportunities for improving” shared governance, many specific cases of less than optimal procedures and practices have come up. We have been collecting a list of such procedures and practices to review.  |
| **Baseline data:  *What data are informing your research directions/next steps moving forward?*** |
| So far not much more than personal and anecdotal cases of procedures and practices that can be improved. Once shared governance is established, we will begin discussing ways to best gather actionable information. However, we do need more clarification, particularly from Dr. Corr since most policies say the president will set the procedures for which ever relevant area, on more specific goals and delineation of the team’s authority. |
| **Next steps/estimated dates: *What are your team goals and objective goals and associated tentative timelines?*** |
| It is very difficult to say without further clarification of the specifics of our objectives. |
| **Purchasing occurred or planned:  *What expenditures are necessary to fulfill the objective, both in development (i.e., stipends for participants? conference attendance?) and implementation (i.e., software purchases? professional development?)*** |
| **None so far.** |
| **Evaluation Measurements:** ***How will you know if your team has been successful? If the objective has been achieved?*** |
| **Again, we would need more clarification, but in general we would think that if we increase efficiency and communication college-wide, then we would have been successful.** |
| **Evaluation Components due** May 9, 2019 **to Strategic.Planning@azwestern.edu** |
| **Other Comments:** |