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| **Unit Plan Assessment****Completed by:**  | **Planning Unit:** **Planning Cycle:**  |
|  | **Non-compliant** | **Compliant** | **Exemplary** | **Notes and Feedback** |
| **Planning Unit Purpose** | No statement provided | Statement accurately describes planning unit function/priorities | Statement clearly defines planning unit primary functions, those it serves, and aligns with the college mission |  |
| **Environmental Scan** | No environmental scan included | Environmental Scan provides clear depiction of internal and external influences and contributing factors | Comprehensive Environmental Scan addressing Social, Economic, Technological, and Regulatory influences |  |
| **ASWOT** | All or part of the ASWOT is missing | All 5 areas of the ASWOT are addressed | Comprehensive ASWOT responses clearly address all current cycle Achievements, Strengths, Weaknesses, Opportunities, and Threats |  |
| **Objectives** | Objectives are missing, incomplete, unmeasurable, or do not support college/unit purpose  | All objectives align to the unit purpose and are measurable | All objectives stated with clarity and specificity including precise verbs, rich description, are measurable, and align to unit purpose/college strategic plan |  |
| **Institutional Goals (at least 1 Institutional Goal with a RIP association OR 1 WIG association)** | No Institutional Goal associations identified, or no RIP or WIG association identified | All objectives are associated with at least one Institutional Goal AND at least one objective is associated to RIP or WIG | All objectives are associated with Institutional Goals that are appropriate and clearly align/relate to the respective objective |  |
| **Planning Priorities** | No Planning Priority associations identified | All objectives are associated with at least one Planning Priority | All objectives are associated with appropriate and clearly aligned Planning Priorities that fully capture the relationship. |  |
| **Measures** | Measures missing or do not address objective | Measure includes method, process, and/or source of data | Measure clearly states the data source and methodology used to determine if target is met |  |
| **Targets (Intended Results)** | Target is missing or unrelated to the objective | Target clearly aligns to the related objective and is specific | Target clearly aligns to the related objective, specified AND justified |  |
| **Actual Results** | Actual results are missing or do relate to the Objective/Target | All actual results are entered | Actual results entered with full analysis relating to trends, stakeholders, and/or impact |  |
| **Analysis** | Analysis is missing or inadequately describes results/impact | Analysis accurately addresses results | Comprehensive analysis that describes the results and how results relate to future strategic initiatives |  |
| **Seeking Improvement** | No evidence of seeking improvement | Evidence is provided and outdated objectives retired as appropriate | Evidence for seeking improvement isclearly provided and multiple strategies have been identified |  |