Planning Worksheet for Unit Level Plan

McLennan
COMMUNITY
C O L L E G E

Department/Office: _____

Date: _____

Person completing worksheet:_____

Academic Year	Mission Statement (give the purpose of your unit)	Goal 1 (first big picture goal for year)	Strategy 1.1 (description of first method for accomplishing goal 1, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 1.2 (description of second method for accomplishing goal 1, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Goal 2 (second big picture goal for year)	Strategy 2.1 (description of first method for accomplishing goal 2, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 2.2 (description of first method for accomplishing goal 2, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)
2017-2018							
2018-2019							
2019-2020							

Academic Year	Goal 3 (third big picture goal for year)	Strategy 3.1 (description of first method for accomplishing goal 3, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 3.1 (description of second method for accomplishing goal 3, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Goal 4 (fourth big picture goal for year)	Strategy 4.1 (description of first method for accomplishing goal 4, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 4.2 (description of second method for accomplishing goal 3, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)
2017-2018						
2018-2019						
2019-2020						

Academic Year	Goal 5 (fifth big picture goal for year)	Strategy 5.1 (description of first method for accomplishing goal 5, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 5.2 (description of second method for accomplishing goal 5, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Goal 6 (sixth big picture goal for year)	Strategy 6.1 (description of first method for accomplishing goal 6, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)	Strategy 6.2 (description of second method for accomplishing goal 6, include a measure—completion date, number or percentage—that will let you know if you've met your target at year's end; include an end of year result for academic years completed)
2017-2018						
2018-2019						
2019-2020						