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2023 Strategy Workshop Agenda

Thursday, August 3rd, 9:00 am – 5:00 pm. & Friday, August 4th, 9:00 am – 4:30 pm.
Harvard Graduate School of Education, 13 Appian Way, Cambridge, MA 02138

Day 1 - Thursday, August 3, Gutman Library GCC3

9:00 am – 9:45 am

Light Breakfast & Registration

Continental breakfast, including pastries, fruit, yogurt, coffee, and tea, will be provided.

Report Tech Support: Partners who completed the survey launch in February 2023 are expected to download and bring all report documents to the workshop. Should you need technical support for accessing or opening your report, our team can assist you during this time.

Welcome Remarks & Workshop Overview: COACHE staff intro and road map to the day.

9:45 am – 10:45 am

COACHE Faculty Job Satisfaction Survey: Basic to Advance

Partners who will launch the survey in February 2024: *Dr. Jeannie Kim and Ms. Shabreena Danz Lopez (Gutman Library 440)*

- Intro to COACHE Team Building
- Survey Administration Timeline Highlights
- Population File Best Practices: Avoiding the Pitfalls of Data Gathering

Partners who launched survey in February 2023: *Dr. Todd Benson (Gutman Library GCC3)*

- Unpacking Your Report: Overview
- Report Analysis and Interpretation
- Creative Use of Data
- Next Steps: Communicating Received Data

10:45 am – 11:00 am

Break!

All COACHE partners are to reconvene in the main room, Gutman GCC3.

11:00 am – 12:30 pm

Active Work!

In this session, partners will work on their respective stages of survey administration following COACHE prompts.

GOAL: At the end of the activity, COACHE partners will have a general outline of their communication plan which they will share with the group on Day 2 of the workshop.

12:30 pm – 1:30 pm

Lunch break (on your own)

Attendees are encouraged to enjoy lunch in Harvard Square.



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Guest Speaker Presentations

1:30 pm - 2:00 pm

Florida Gulf Coast University: Building a Comprehensive Communications Plan to Drive Response Rates, *Dr. Lyndsay Rhodes, and Ms. Andi Clemons*

2:15 pm - 2:45 pm

CUNY Brooklyn College: The Reiterative Process of Communication Building
Dr. Tammie Cumming, and Ms. Isana Leshchinskaya

2:45 pm - 3:00 pm Q&A

3:00 pm - 3:15 pm

Break!

3:15 pm - 4:15 pm

Harvey Mudd College: How to Integrate COACHE Results into Strategic Planning Processes
Dr. Laura Palucki Blake, AVP for IR and Effectiveness

4:15 pm - 5:00 pm

Debrief and Parking Lot

6:00 pm - 9:00 pm | Harvard Faculty Club

Cocktail Reception and Welcome Dinner at the Harvard Faculty Club

If your plans permit, please join the COACHE team and partners at the Harvard Faculty Club for a cocktail reception and welcome dinner.

Day 2 - Friday, August 4, Gutman Library GCC3

9:00 am - 9:30 am

Light Breakfast

Continental breakfast, including pastries, fruit, yogurt, coffee, and tea, will be provided.

Report Tech Support: Partners who completed the survey launch in February 2023 are expected to download and bring all report documents to the workshop. Should you need technical support for accessing or opening your report, our team can assist you during this time.

Workshop Overview: Road map to the day.

9:30 am - 10:30 am

COACHE Partner Goals: Outstanding COACHE Websites

Overview of best practices for disseminating COACHE results and engaging with stakeholders. We will examine various COACHE Websites and how they structure report transparency with their survey stakeholders.



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10:30 am – 12:00 pm

Pair & Share – Communication & Engagement Plan

This session will allow partner teams to present their engagement and communication outline, started on the previous workshop day, to the entire group. COACHE will provide prompts for the session.

12:30 pm – 1:30 pm

Lunch break (on your own)

Attendees are encouraged to enjoy lunch in Harvard Square.

Guest Speaker Presentations

1:30 pm - 2:30 pm

Florida International University: FIU Bystander Program and Working with COACHE Data
Dr. Caroline Simpson, Associate Director, AWED; CASE Equity Advisor Physics

2:30 pm – 2:45 pm

Break!

2:45 pm – 4:00 pm

Institutional Research Panel: What Your IR Office Wants You to Know!

Moderator:

Dr. Todd Benson, COACHE Executive Director and Principal Investigator, Harvard University

Panelists:

Dr. Drew Allen, Associate Provost for Institutional Research, Harvard University

Dr. Laura Palucki Blake, AVP for IR and Effectiveness, Harvey Mudd College

Dr. Justin Shepherd, Assistant Vice Provost, Institutional Research and Decision Support, Emory University

4:00 pm – 4:30 pm

Wrap-up, Debrief, and Parking Lot

COACHE team remarks and end-of-event wrap up.

7/23/2023