

OPERATIONAL PRINCIPLES

The following filtering principles were developed as a series of questions to be used by CCP staff and partners as a mechanism for considering new programs/activities, or when evaluating existing efforts. These principles and their associated questions are to be used, in conjunction with our core values, mission statement, and strategic plan, to guide all CCP programming efforts.

1. **Feedback:** Have we obtained (or maintained) feedback from all stakeholders, with the goal of continuously improving partnerships and outcomes?
2. **Bridging Communities:** Have we demonstrated attention to the diversity of the constituencies we serve and created bridges between Kenosha, Racine, communities west of I-94, and others to share assets and respond to community-wide priorities?
3. **Focus:** Is there sufficient focus regarding this program or activity to ensure a depth of impact and partnership?
4. **Reciprocity:** Have all parties clearly articulated their contributions and benefits related to their involvement in the program or activities?
5. **Significance:** Does the program or activity respond to a significant need or priority that has been identified by the community?
6. **Duration:** Does the program or activity have a specified duration (i.e., start and end date), and/or have the partners specified a time to evaluate the efficacy and viability of continuing the activities? Has an “exit strategy” or “rules of disengagement” been identified?
7. **Clear and Measurable Outcomes:** Have clear and measurable outcomes that are congruent with the missions of the University and the CCP? Is the project consistent with our articulated outcomes and core values?
8. **Resources and Sustainability:** Are sufficient resources available (either self-generated or through external sources) to ensure that the program or activities will be successful, and is there potential to expand, evolve and sustain the effort(s)?
9. **Communication:** Have clear, open and accessible lines of communication between partners been established and maintained?
10. **Operating Procedures and Accountability:** Have clear operating procedures been established, including specific roles and responsibilities, and have mechanisms been created to ensure that partners are held accountable for their commitments and responsibilities?
11. **Adherence to Administrative Policies:** Do the implementation plans for the program present any obstacles to UW-Parkside, UW-System or State of Wisconsin policies and procedures? If yes, how will these obstacles be resolved?
12. **Access:** Are time frames, institutional structures, and promotional activities sufficiently flexible and far-reaching to support/enable involvement of a wide range of individuals?
13. **Cohesion for Participants:** Is the program or activity interconnected with similar efforts in ways that provide stakeholders and participants with a cohesive, comprehensive experience?
14. **Cohesion within the CCP:** Does the program or activity build cohesion between the programs housed within the CCP?
15. **Consensus:** Has consensus been reached within the CCP that the program and activity is congruent with our mission and core values?
16. **Shared Credit:** Have we made clear how all partners will acknowledge individual contributions and share credit for collective accomplishments?
17. **Degree Completion:** Does the effort improve the University’s ability to retain students – both traditional and non-traditional – through the entire undergraduate experience and/or lifelong learning process?
18. **Deep Partnerships:** Does the program or activity have the potential to foster long-term, deep partnership with external agencies?
19. **Connections to Faculty:** Does the program or activity have potential to connect faculty with additional opportunities to be involved in community-based learning and/or community-based research?
20. **Critical Mass/Passion:** Are staff sufficiently passionate about this program to launch and sustain it? Is it innovative and entrepreneurial enough to attract others?
21. **Ophilemity:** Will the program or activity contribute to staff “ophilemity” (i.e., the satisfaction people get when their goals are satisfied)?

