

Consultant: North Highland Company
Principal: Colin Harrison

SCOPE OF SERVICES - # 1

Assistance with Board of Governors Strategic Planning Process

1. Deliverable: A model that will produce undergraduate, graduate, and professional degrees in the most cost-effective manner at each university, based on the goals in the Board of Governors strategic plan (the "Y-axis"), will be developed and included in a report.

Specifications: The report must include an analysis of:

- The differences between the projections produced by the model and the degree production goals for bachelors, masters, and doctoral degrees in the BOG strategic plan;
- The differences between the projections produced by the model and the targeted degree production goals in the strategic plan;
- The differences between the projections produced by the model and the degree production goals of the individual state universities

Assumptions used in the development of the model must be included in the report.

Description of activities: The contractor must:

- Use the Y-Axis completed at the Board of Governors Strategic Planning Committee on July 22, 2004, to identify the degree goals and the goals for fields that would meet the critical needs of the State of Florida.
- Use the university enrollment and degree plans that were required to be submitted to the Department of Education Division of Colleges and Universities by June 23, 2004.
- Develop a model for producing undergraduate, graduate, and professional degrees at each university.
- Consult with the Contract Manager at least once a week.

Date of completion: November 8, 2004

2. Deliverable: Up to five presentations of the report to be made to the BOG and other stakeholders.

Specifications: Presentations may include the use of PowerPoint and hand-outs.

Description of activities: Presentations will be at in-state locations, dates and times determined by the Chancellor of the State University System.

Date of completion: February 28, 2005

Consultant: MGT of America
Senior Partner: Dr. Kent Caruthers
Senior Associate: Dr. Cyndi Balogh

SCOPE OF SERVICES - # 2

Assistance with Board of Governors Strategic Planning Process

1. Deliverable: A written **analysis of key challenges** facing the Board of Governors (BOG) in meeting the degree production goals and the goals for targeted programs in its strategic plan.
Specifications: The analysis must include:
 - Explanation of differences between BOG's goals for degree production and universities' plans for degree production
 - Explanation of differences between BOG's goals for degrees produced in targeted programs and universities' plans for degrees produced in targeted programs
 - Key challenges facing the BOG, based on these analysesDescription of activities: The contractor must:
 - Use the Y-Axis completed at the Board of Governors Strategic Planning Committee on July 22, 2004, to identify the degree goals and the goals for fields that would meet the critical needs of the State of Florida.
 - Use the university enrollment and degree plans that were required to be submitted to the Department of Education Division of Colleges and Universities by June 23, 2004.
 - Consult with university staff as necessary.
 - Consult with the Contract Manager at least once every week.Date of completion: November 8, 2004

2. Deliverable: A written **analysis of cost-effective strategies** for reaching the goals identified by the BOG by FY 2012-13.
Specifications: Strategies recommended must:
 - Be defensible
 - Take into consideration the goal of Florida reaching the national average in degree production.
 - Address the key challenges identified by the Contractor in Deliverable #1.
 - Address each of the BOG's goalsDescription of activities: The contractor must:
 - Determine strategies necessary to reach the BOG's goals.
 - Consult with staff from Florida's universities, as necessary.
 - Consult with the Contract Manager at least once every week.Date of completion: November 8, 2004

3. Deliverable: A written estimate of the **operating and fixed capital outlay costs of each strategy** identified in Deliverable #2.
Specifications: Determinations of costs must include:

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Senior Associate: Dr. Cyndi Balogh

- Recurring and nonrecurring funds needed for the operating budget
- Fixed capital outlay needs

Assumptions used must be defensible and clearly delineated in the report.

Description of activities: The contractor must:

- Consult with staff from Florida's universities, as necessary.
- Consult with the Contract Manager at least once every week.

Date of completion: November 8, 2004

2. Deliverable: Up to five presentations of the report to be made to the BOG and other stakeholders.

Specifications: Presentations may include the use of PowerPoint and hand-outs.

Description of activities: Presentations will be at in-state locations, dates and times determined by the Chancellor of the State University System.

Date of completion: February 28, 2005