

CPL Pilot Project Overview

General Overview and Purpose:

- Identify challenges associated with adoption with implementation (unforeseen barriers);
- Outline processes for above; and
- Create cross-functional teams

The Deliverables:

- Adopt standards
- Develop implementation plan (Purpose: to help monitor progress towards implementation of Standards)
- Convene cross-functional team
- Conduct time/cost-analysis
- Identify the needs for staff development & training
- Quarterly reporting on reaching milestones in implementation plan (POC responsible for completing quarterly reports)

Length of pilot (considerations include the development of the catalog):

- Year 1 (Implementation & Adoption)
 - 1st meeting share adoption experiences and implementation plans and staff development needs
 - 2nd meeting: Professional Development (OrACRAO 2015)
- Year 2: Evaluation of year 1

Selection Process:

- Okay with “experienced and newbies”
- Okay with multi-institutional participation within sectors
- Okay with the four “sector contacts” providing Donna the list of participating institutions

CPL Pilot Project Timeline

(Dates to be filled in as available)

Date/Event	Outcomes
Summer 2014 Orientation Conference Call	<p>Implementation Plan Discussion</p> <ul style="list-style-type: none"> • Identify what format will be helpful <p>Cost Analysis</p> <ul style="list-style-type: none"> • Identify what might be helpful to analyze • Who should be included in the development? <p>Quarterly Reports</p> <ul style="list-style-type: none"> • POC responsible for completion and submission
Month of August:	Donna to send institutions implementation plan template
Fall 2014 Quarterly Conference Call	<p>Implementation Plan</p> <ul style="list-style-type: none"> • Update on development • Plans due to Donna 2 weeks prior to call • Discussion regarding identified barriers and successes in plan development
2 weeks post conference call	Updates/edits to Implementation Plans due.
Winter 2014-15 Conference Call	<p>Quarterly check-ins</p> <ul style="list-style-type: none"> • Review of Quarterly Progress Reports (reports due 2 weeks prior to call) • Hiccups & Successes to date <p>Cost Analysis Template</p> <ul style="list-style-type: none"> • Overview of template and requested information. <p>Marylhurst Event</p> <ul style="list-style-type: none"> • Interested participants/Planners?
Early January 2015	Event Planning Team convenes for Marylhurst Event
Spring 2015 – Marylhurst Event	2 weeks prior to event cost analysis reports are due.

Date/Event	Outcomes
Summer 2015 Conference Call	Quarterly check-ins <ul style="list-style-type: none">• Review of Quarterly Progress Reports (reports due 2 weeks prior to call)• Hiccups & Successes to date Discussion re: presentations at fall event
Fall 2015 ACE and CPL Pilot Project Event	Showcase of Pilot Project Lessons Learned and ACE Training

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