

OIRE RED Plan Timeline and Checklist (2025)

Check-off	Month	Task
	January	
	January	Strategic Planning changes/activities begin for all departments/units
	January 27	Report to Board of Trustees
	February 10	Deadline for changes to Strategic Plan
	February 13 – 27	Cabinet approval of all changes to Strategic Plan
	March 3 - 14	Attend Training and Submit plan via Qualtrics form
	March 15	Strategic planning Kickoff
	March 15	Begin submitting the Strategic plan via Qualtrics form
	March 20	Reminder email - due on April 8
	April 1	Reminder email - due on April 8
	April 8th	Due date for all RED Plan submissions
	April 15th	Strategic Plan Review Committee Retreat
	May 8	Tracking update, Strategic Plan Score Card, and submission report sent to Cabinet
	May 8 - 22	Cabinet Review
	May 22	Feedback from Cabinet, Changes, report
	June 10	Due date for all updated submissions
	July 14	Report to Board of Trustees
	July	
	July	Strategic Planning activities continue for all departments/units
	August	Continue implementing assessment measures
	September 2 - 14	Attend Training and Submit plan via Qualtrics form
	September 15	Strategic planning Kickoff
	September 15	Begin submitting the Strategic plan via Qualtrics form
	September 20	Reminder email – due on October 15th
	October 1 st	Reminder email – due on October 15th
	October 15th	Due date for all RED Plan Submissions
	October 23	Tracking update, Strategic Plan Score Card, and submission report sent to Cabinet
	October 23 – November 13	Cabinet Review
	November 13	Feedback from Cabinet, Changes, report
	December 8	Due date for all updated submissions
	January 2026	Report to Board of Trustees