1. **First Steps: Review the Foundational Dimensions**
   a. Structure the Task Force
      i. Liaisons/Liaison Assistants
      ii. Steering Committee
      iii. Dimension Committees
      iv. Create Member Accounts in FoEtec®
   b. Collect Sources of Evidence
      i. Current Practices Inventory (CPI)
      ii. FoE Surveys (Faculty/Staff and Student)
      iii. Existing Resources (Assessment Data, Documents, Focus Group Results, etc.)

2. **Dimension Committee Reports: Nine Reports**
   a. Discuss and Deliberate
      i. The Current Situation
      ii. Sources of Evidence Used
   b. (Deliverables)
      i. Develop Recommended Action Items
      ii. Establish a Recommended Grade for Each Dimension
      iii. Request Gardner Institute Advisor’s Feedback (formative)

3. **Steering Committee Review: Pulling it All Together**
   a. Review each dimension Report
   b. Establish a Final Grade for each Dimension
   c. Prioritize Action Items

4. **Comprehensive Final Report and Implementation Plan**
   a. Disseminate
   b. Implement
   c. Review
   d. Adjust
   e. Repeat steps a-d