



Strategic Assurance Consulting Intake Form

Thank you for contacting Strategic Assurance Consulting, LLC. To help us help you please respond to the questions on this Consulting Intake Form. This should only take 15 minutes to complete. The form seeks information on demographics and questions concerning your current needs. Please tab through the form and write your responses in the accompanying text boxes.

Demographics

Name of Institution (Organization, Business):

Location:

Building:

Street Address:

City

State:

Zip:

Office Phone:

Cell Phone: (Optional)

Requestor of Services:

Name:

Title:

Email Address:

Are you the decision maker? Yes No

If no, provide the name, title and email address of the decision maker.

Name:

Title:

Email:

Pre-Consulting Questions

1. What are 1-3 key areas in which you need help?
 - 1.
 - 2.
 - 3.



2. What are you doing currently to support these key areas?
 - 1.
 - 2.
 - 3.
3. Is there anything getting in the way of you and your staff accomplishing these areas?
4. What services do you anticipate needing? (Please check areas of need.)

Continuous Improvement Models

- Setting Vision, Mission, & Values
- SWOT Analysis
- Strategic Planning
- Institutional Effectiveness
- Organizational Restructuring
- Leader/Faculty/Staff Development

Accreditation Guidance

- Regional Accreditation (SACSCOC)
- Quality Enhancement Plan (QEP)
- Professional Accreditation (CAEP)
- Readiness Audit for SACS
- Readiness Audit for CAEP
- Faculty & Staff Development
- Faculty Credential Review
- Planning for Visit
- Mock Visit
- Coaching and Support
- Substantive Changes

Auditing

- Policy & Procedure Review
- Organizational Structure Review
- Program Audits
- Root Cause Analysis
- Needs Assessment
- Compliance Audit

Assessment Systems

- Design of Assessment Systems
- Assessment Instrument Review
- Design of Measurements
- Benchmarking
- Rubric Design

Leadership

- Leadership Assessment
- Leader Development
- Consensus Building
- Coaching/Mentoring

Organizational Management

- Collaborative Processes
- Team Building
- Design Team Development
- Faculty/Staff Evaluation
- Strategic Innovation
- Quality Assurance Models

Curriculum Support

- Curriculum Analysis & Alignment
- Backward Instructional Design
- Program Evaluation
- Design of Formative/Summative Assessments



Strategic Assurance Consulting, LLC
Creating Sustainable Systemic Solutions for Quality Assurance

5. What are your indicators of success?

6. Is there anything else you want us to know about the situation, programs, institution, organization, or business?

If you have any questions, please contact:

paulerickson51@aol.com

vjlowe87@gmail.com

Please save and email to one of the above email addresses.

Thanks so much for completing this form.