

## **MSIX Planning Template**

Your plan for Momentum for the coming year should build on the foundation of your existing work around Momentum and align with your work for ASPIRE. To do this, for 2026, we ask that you reflect on your current commitments to student success, evaluate their progress, and assess what adjustments you need to make. This assessment should take place in the context of the overall success of your students, your institutional goals or objectives, and your progress toward these.

This is an opportunity to bring together what you have learned from your team's reflections on the work over the past year, from other institutions through the Momentum Summit, and from current discussions in the field.

### **How to use the planning template**

The planning template is intended as a guide for institutional discussions and is the preferred format for submitting your 2026 Momentum Plan. The sections are mostly identical to the planning document and CCG Updates for 2025 and aligned with the expected cells in the ASPIRE submission. You are invited to use those documents as the starting point.

Three notes:

- 1) please ensure that the project description provides sufficient detail for someone from outside your institution to understand what the activity is;
- 2) provide details on the activities you will undertake this year in the Plan for the Year Ahead section; this is the only section that doesn't map to the ASPIRE plans, but is a critical part of organizing the work; and
- 3) consider whether your KPIs are specifically linked to what you are trying to accomplish and what measures can inform you of your progress along the way.

Institutions are welcome to use an alternative process and reporting structure if something else better aligns with your institutional processes, although we ask that your plan submission provide similar information.

For 2026 we have dropped the request for the reflection on your work, although we still provide the sheet as a resource. You do not need to submit this to the System Office (although we're happy to see it). The only section we ask that you submit is the Student Success Inventory. You can create multiple Inventory documents or one document with multiple tables, so long as the final submission includes all of the work you wish to report on.

The primary focus of the Momentum Summit IX is to take reflect on the impact of your work, and where you may need to focus efforts to achieve the outcomes you want.