

# Appendix 4.5

## Master planning workflow

### Master planning workflow:

1. Project Manager (PM) selects the Campus Master Plan Working Group (CMPWG) Members
2. The CMPWG generate the vision, goals, and objectives for the Master Plan
3. The PM develops and advertises the RFP for consultants<sup>1</sup>
4. The PM interviews, selects the consultant and negotiates the consultant fees
5. The Consultant then meets with the CMPWG, researches history and land use and arranges meetings with the following groups:
  - a. Director and Executives
  - b. Faculty and Staff
  - c. Students
  - d. Advisory Committee
  - e. Land Management
6. The Consultant then validates the data, drafts the Master Plan according to Strategic and Academic Plans; meets with the CMPWG for comments on draft and revise the draft based on Committee comments
7. The Consultant submits the draft to the following groups and revise per their comments:
  - a. Community
  - b. Facilities PBAC
  - c. Cabinet
  - d. Board of Regents
8. The BOR approves Master Plan and the Master Plan is then posted on the University of Alaska

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<sup>1</sup> Refer to Section 15 – Procurement