

Project Plan	Risk Assessment	Risk Ranking	Mitigation Options & Owners	Implementation & Tracking	Monitoring & Reporting
District-wide, Top Level Risk Assessment					
Develop plan, timeline and budget for reviewing risks across district.	MIRA Committee reviews existing list of risks, top 8 & recent survey results - any more data needed?	MIRA Committee: <ul style="list-style-type: none"> Rank (all) key risks Categorize & map Assign risk owners 	Provide data management tools & train users to manage & report on risks.	Develop dashboard reporting tools for risk owners; track & report to management.	Report to & consult with Risk Champions & key decision-makers.
Plan to include: <ul style="list-style-type: none"> Stakeholders Communication Links to strategic & budget plans (long term) 	MIRA Committee reviews list of Best Practices - still current? Integrated with new risks?	Update the risk register, risk map & data reports - MIRA Committee reviews & approves.	Meet with risk owners to identify mitigation strategies & benchmarks.	Establish key activities & milestones. Track mitigation efforts & effects upon risks.	Explore and plan for linking risk ID process to strategic & budget plans and job responsibilities.
Plan for data management & communication: <ul style="list-style-type: none"> Software? Spreadsheets? Database? 	Begin to educate stakeholders about new process; meet with key decision-makers.	Report to and consult with Risk Champions & key decision-makers.	Risk owners identify current risk controls & identify new mitigation efforts, if appropriate.	Utilize internal audit to validate processes?	MIRA committee monitors overall process & recommends changes as needed.
College Pilot Projects					
Develop plan to implement risk assessment pilot projects at individual colleges.	Educate employees & stakeholders regarding purpose of project, timeline & potential outcomes.	Prioritize risks by level of threat/opportunity and likelihood.	Identify risk owners & assign risks.	Set up dashboard reporting tools & schedule to review risk mitigation efforts.	Risk Advisory Committee monitors overall process & recommends changes as needed.
Organize & train risk advisory committee at each college to oversee implementation.	Begin the risk identification process: interviews, surveys, workshops, existing data.	Identify risk categories and organize risks.	Meet with risk owners to identify mitigation strategies & benchmarks.	Establish key activities & milestones; report as appropriate.	Report to MIRA Committee, invite review & consolidation with other pilot projects.
Develop site-specific implementation plans: <ul style="list-style-type: none"> Stakeholders Communication Links to other processes (budget, etc.) 	Risk Advisory Committee discusses roles & responsibilities, goals & links to strategic initiatives.	Create the risk register, risk map & data reports for Risk Advisory Committee & MIRA Committee.	Risk owners identify current risk controls & new mitigation efforts, if needed.	Utilize internal audit to validate processes? Have pilot projects review each others' work?	Report to appropriate stakeholders, including CEC, Chancellor, internal & external stakeholders.
Identify Risk Champions & reporting structure. Develop budget.	Meet with key decision-makers and Risk Champions.	Training on risk process & language for risk owners & appropriate others.	Risk Advisory Committee reviews all risks, current controls & new mitigation efforts.	Incorporate risk into budgeting, job responsibility & strategic planning.	Link results to strategic initiatives & achievement of goals.
Identify liaison between the college-level project and MIRA Committee.	Consolidate data into central data management system created by MIRA Committee.		Risk Manager & MIRA Committee provide consulting & leadership.	Track mitigation efforts & effects upon risks over time.	