The University of Massachusetts Life Sciences Task Force

Final Report Template

1. Executive Summary

2. Introduction
   • Overview of the establishment of the UMass LSTF
   • UMass LSTF charge
   • Description of process and work plan

3. Working Group Chapters
   a. Introduction
      • Charge of the work group
      • Composition of the work group
      • Overview of work plan
   b. Situational Analysis
      • Current assessment of campus efforts within the pillar
      • Broader trends within the pillar (i.e. state, national environment)
      • Nature and extent of inter-campus engagement and collaboration in the areas within the pillar
   c. Findings
      • University strengths and/or areas for improvement
      • Opportunities to strengthen areas within pillar
      • Models for inter-campus collaboration
   d. Recommendations
      • Areas of foci within the pillar over the next three to five years
      • Strategies for promoting inter-campus collaboration
      • Metrics to measure outcomes
   e. Resources
      • Estimates of funding needs to achieve plan (3 to 5 years)
      • Possible funding mechanisms
   f. Conclusion
4. Recommendations
   • Common themes that emerge from the working group chapters
   • Strategies to promote sustained inter-campus collaboration
   • Budgetary requests

5. Conclusion
   • Implementation strategies/Next steps