







We learned that it's a lot of work to bring a committee together shortly before the Academic Affairs submission date to create course syllabi. With our next program proposal (currently in progress), we started an entire year earlier to allow for plenty of time for submission.

**15. Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.**

The second objective/goal was to "Implement/complete annual part-time faculty evaluations based on list of expectations communicated to part-time faculty."

**16. Objective 2: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)**

This measured through completing 3 parts to this initiative: (1) communication of expectations/guidelines for excellence in teaching (particularly online teaching) in an comprehensive document sent to our department's part-time faculty (33.3%), (2) implementing a full-time faculty mentor program where each part-time faculty member was assigned a full-time mentor (or in a few cases, a part-time peer mentor). The mentors also completed an assessment measure of the mentees course(s) (33.3%), and (3) completion of a formal part-time faculty evaluation reported to H.R. (33.3%).

**17. Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)**

100%

**18. Objective 2: Provide details for your target performance level established (i.e. accreditation requirement, past performance data, peer program review, etc)**

Parts 1 and 2 were completed. The department chair communicated expectations/guidelines to our part-time faculty and the faculty mentors were assigned to part-time faculty and they completed their evaluations of the part-time faculty/mentees course(s). However, the formal evaluation of the part-time faculty/mentees has yet been completed.

**19. Objective 2: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)**



The department did not meet this objective.

The fourth objective/goal was to "Develop departmental "Orientation" materials to be either emailed and/or posted on department's website (e.g., everything students really need in place- accessing email, d2l/brightspace, swords, how to use/understand MyDegree, find catalogs, registering for classes etc.)." After further reflection, the goal changed to be the creation of a Frequently Asked Questions page/document that could be emailed to students as a link or document. This page/document is mostly an advising page for the department, including explaining to students how to understand/interpret their own "MyDegree". The aim was to reduce email workload for faculty, particularly with respect to repeated advising questions.

30. Objective 4: Detail specifically how your department measured this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort, etc)

This was measured by how much of a "Frequently Asked Questions" page/document was created

- The department did not meet this objective.
- The department met this objective.

The department exceeded this objective.

Grow Enrollment with Purpose 1. Expand and enrich the face to face student experience

Grow Enrollment with Purpose 2. Expand and enrich online instruction into new markets

Own Student Success 3. Develop academic pipelines and expand degrees

Own Student Success 4. Expand student engagement and experiential learning

Build Shared Culture 5. Attract talent and enhance employee development and recognition

Build Shared Culture 6. Sustain financial health through resourceful fiscal management

Build Shared Culture 7. Cultivate engagement with its local communities

Disseminating/Discussing Assessment Results/Feedback to Appropriate Members of the Campus Community

Disseminating/Discussing Assessment Results/Feedback to Appropriate External Stakeholders

Faculty or Staff Support: Professional Development Activities, Trainings, Workshops, Technical Assistanceion 3

Process Changes: Improve, Expand, Refine, Enhance, Discontinue, etc Operational Processes

Request for Additional Financial or Human Resources

Customer Service Changes: Communication, Services, etc

Making Improvements to Teaching Approach, Course Design, Curriculum, Scheduling, other



