

## Resources for Program Review

### Sample Action Plan

Now <sup>3</sup>	Vision (Goals) <sup>4</sup>	Action <sup>5</sup>	Levels of Involvement <sup>6</sup>
<b>1 Alignment with: Vision, Mission, and Goal Statements; Academic and Professional Trends; Societal and Professional Demand</b>			
Professional associations recommend entry into the profession be at the doctoral level by 2018. We currently offer only the masters degree.	Offer a professional doctorate as an option by fall quarter 2016.	Review existing doctorates in our field.  Perform a curriculum analysis and survey of exiting LLU courses to determine resources needed prior to offering a professional doctorate.	1,2  1, 2, 3, 4
<b>2 Administration and Management of Resources (space, equipment, and funding)</b>			
External reviewers recommended new construction to replace outdated laboratory facilities, technology, and equipment.	Obtain updated laboratory space with state-of-the-art instrumentation and equipment.	Conduct a needs assessment and feasibility study to determine extent of resources necessary to provide suitable laboratory facilities.	3, 4
<b>3 Faculty and Staff: Profiles; Scholarship; Achievements</b>			
Currently, the size of the teaching staff is constrained by limited resources. It is a goal of the School to increase faculty numbers by identifying and hiring additional faculty members with research experience. The number of students in the program, however, must correspondingly increase if we are to remain fiscally solvent.	Define the role of doctoral faculty members.  Professional expectations should be addressed so that workload, promotion and tenure guidelines, and rewards support the development of younger/newer and midcareer faculty.	Match new role definitions with Faculty of Graduate Studies guidelines and criteria identified in the AACN PhD Task Force Report (AACN, 2010).  Review and make consistent workload, promotion, and tenure guidelines, which may support the development of younger/newer and midcareer faculty members.	1,2  3

<sup>3</sup> Current status/recommendations.

<sup>4</sup> Where we are going.

<sup>5</sup> Steps necessary to accomplish our vision.

<sup>6</sup> Primary responsibility lies with: 1 – Program; 2 – Department; 3 – School; 4 – University.

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<b>4 Students: Student Enrollment, Retention, and Graduation; Satisfaction; Accomplishments/Outcomes</b>			
The development and popularity of the practice degree program may have affected applications to the PhD program. The national trend toward practice doctorates has a potential for limiting the number of scholars interested in original research and who prepare for positions in academia.	Increase student enrollment in the PhD program to 10 students per admission period (biannually).	Evaluate admission criteria for PhD at LLU.  Review and revise recruitment strategies.	1,2  1, 2, 3
<b>5 Collaboration and Communication</b>			
The faculty reports an unfulfilled interest in research that is hampered by limited communication and collegiality among Schools.	Develop regular communication channels that foster collaboration in research.	Identify current research interests among program's faculty members.  Survey LLU faculty at large to develop a list of research interests.	1, 2  4
<b>6 Alumni Satisfaction</b>			
Alumni report lack of knowledge about graduate and doctoral programs in their area of expertise.	Develop a system which will inform and encourage LLU graduates to pursue advanced degrees.	Compile information, program-by-program, indicating progression opportunities through LLU academic programs.	1, 2, 3, 4
<b>7 Curricula</b>			
The summer only format, particularly its long-term enrollment potential, is uncertain.	Revise existing program delivery to meet the needs of employed academicians.	Conduct a complete review of the PhD curriculum with emphasis on number of required courses and units.  Conduct continuing evaluation of summer program with current students and monitor effects on number of applicants.  Explore the feasibility of developing synchronous distance learning options.  Determine the potential for technology- assisted formats for LLUSN cohorts.	1, 2  1, 2  1, 2  1, 2, 3

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<b>8 Assessment Procedures and Tools</b>			
Assessment data are incomplete and of limited value as currently collected.	Design a comprehensive and coherent system of outcomes-based data collection.	Develop outcome statements.	1, 2
		Identify key indicators for each outcome.	1, 2
		Systemize data collection across assessment points.	1, 2, 3
<b>9 Other</b>			

Commendations: