**ANNUAL DEAN REPORT TEMPLATE**

**PURPOSE**: The annual Dean Report presents an overview of academic activity across an individual School. This report can also serve as a School-level strategic planning document.

Deans can append an additional section or sections to this report**.**

**REPORT OUTLINE:**

1. Progress on School goals from the previous year.

Can include a summary of progress on the School’s strategic planning.

1. Report on ENROLLMENT and TEACHING: Report on trends in student enrollment, course enrollment, and faculty teaching patterns since the last periodic review (see Annual Reports). Consider how this data relates to or reflects the School’s goals and how it addresses priorities articulated in the [University’s Strategic Plan](https://stockton.edu/strategic-plan/).
2. Summary of the assessment of School/programs’ effectiveness.
3. CURRICULUM: Discuss any changes and ongoing contributions to curriculum.
4. Summary of DIVERSITY, INCLUSION AND ANTI-RACISM: Stockton has identified diversity, inclusion, and anti-racism as institutional priorities. This section should detail the following:
5. How the School’s goals address diversity, inclusiveness, and antiracism.
6. How the School addresses diversity, inclusiveness, and antiracism in future initiatives (see <https://stockton.edu/about-stockton/values.html> for additional information).
7. Strategies, both new and/or ongoing, to diversify faculty and students.
8. SCHOOL GOALS for the upcoming year
9. SCHOOL RESOURCES: Describe proposed resources needed to meet the School’s goals. Be sure to address anticipated initiatives, resource needs, campus locations, unique budget items for the years ahead, and, if applicable, longer term plans beyond the upcoming year.