**Program Annual Reports 2022-2023**

Please use the following structure (2-3 pages):

1. **Re-state program goals for the 2022-23 academic year as identified in previous annual report. Programs *DO NOT* need to address each University Strategic Goal.**

***Sample Goals Table***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Program Goals | Strategic Goals | **Responsible Faculty/Staff** | **Completion Date** | **Optional Comments** |
| **REQUIRED:** SLOs Reviewed | 3.1, 3.2 | Program Faculty & Chair | May 2023 |  |
| **OPTIONAL:** increase student/faculty research | 1.3, 3.4, 4 | Person A or Task Force Or Program faculty | May 2023 | Extended to FY 2023 |

1. **Provide an Executive Summary of program goal achievements and briefly discuss progress and/or major program achievements made during the 2022-2023 academic year.** If any goals were not met, address challenges and planned remediation moving forward, including modification or withdrawal of the goal.

This section should include 1-3 brief paragraphs summarizing program activity during the year. Any narrative should be evidence-based relevant to identified goals. Based on identified goals the data MAY include enrollment trends, student performance, curricular revisions, assessment of student learning outcomes, faculty course evaluations, scholarship, grants, community service and other documents or data that support your discussion.

1. **Describe resources used last year to achieve your program goals?**
2. **Identify the program goals for the 2023-24 academic year.**

**a.**  Discuss any resources that may be needed to achieve goals.

1. **Additional information required by School**
2. **OPTIONAL Appendices to support Annual Report based on identified goals:**
3. Summary list of Faculty Grants/Scholarship (not individual vitae)
4. Summary list of Community Service tied to curriculum or student outcomes
5. Summary list of Grants obtained or ongoing
6. Accreditation Annual Report

RESOURCES

Please note that the following resources (unless \*\*) are available to deans and cabinet members and do not need to be rearticulated or added as an appendix.

The following documents may help to discuss program goals. Review of documents is based on programmatic goals and may not be needed across all programs.

* + - Assessment document
    - SLO materials
    - Accreditation materials
    - Faculty Load (Tableau data)
    - Course Enrollment (Tableau data)
    - Faculty Scholarship/Grant activity \*\*
    - Faculty/Student Service to community embedded in curriculum \*\*
    - Gray Data for Curricular Development & Benchmarking:
  + curriculum (for past or upcoming curricular revisions)
  + regional national enrollment expectations
    - Program Graduation Rates (Tableau data)
    - Program Enrollment Rates (Tableau data)
    - DEI activity or connection to curriculum \*\*

SAMPLE/EXAMPLE GOAL STATEMENTS

The program will review SLO #1 & #1

The program will increase scholarship 10%

The program will create a market analysis for new program ###

The program will develop a community-based program aligned with the capstone