**Program Action Plan for Communication  
Implementation of Program Review Recommendations  
Developed from Program Review Conducted 2014-2019**

The Program Action Plan is an agreement among appropriate AVPAA and Program to implement recommendations that emerged during the program review process.  These recommendations were derived from the program’s self-study, the external review, administrator input, and the Continuous Improvement review.  Through the Program Action Plan, the goal is to integrate program review results into Academic Affairs planning and budgeting.  To the extent that resources and changes in program and division strategic priorities permit, the Action Plan identifies two-year and five-year targets for implementation of recommendations.

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|  |  | | | | | | **TWO YEAR PLAN** | **FIVE YEAR**  **PLAN** |
| **REVIEW RECOMMENDATIONS** | **PROGRAM CITATION AND RATIONALE** | | **RESPONSIBLE PARTIES** | | **RESOURCE IMPLICATIONS** | | **DELIVERABLE** | **DELIVERABLE** |
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| **PROGRAM PURPOSE AND UNIVERSITY GOALS** | | | | | | | | |
| Chair review/evaluation process to include more specificity in the bylaws | External Review, p. 5 | | Chair, Dean | | Bylaws | | Produce revised bylaws that identify the process for selecting and evaluating the Chair. Refer to SP 09-02. |  |
| **ACHIEVING EDUCATIONAL OUTCOMES/ASSESSMENT** | | | | | | | | |
| Re-evaluate the curricular content and structure of the three current emphases; Examine emphasis electives and how they work with other emphases; Promote emphases other than organizational communication | External Review, p. 6; Continuous Improvement Committee | Faculty | | Curriculum; catalogue | | Begin discussions regarding the program’s commitment to its existing emphases, as well as the emphases relationships to the overall curriculum. Devise a plan for promoting the health communication and environmental communication emphases. | | Based on program review and assessment of all Program Learning Outcomes, Program faculty will produce a Vision Plan that identifies and justifies the emphases (if applicable). Implement and measure the effectiveness of promotional efforts. |
| Evaluate the role of internships and relationship to Capstone | External Review comments; Continuous Improvement Committee | Chair, Faculty | |  | | Collaborate with UNIV faculty to ensure the needs of Communication students are being met by UNIV 494 course. | | Evaluate applied nonprofit Capstone experience |
| Engage in more systematic ways of offering transfer orientation | External Review, p. 7 | Chair, Advisor, Advising; AVP for Enrollment | |  | | Explore additional mechanisms for disseminating key advising-oriented information to students. Investigate ways to increase attendance at Communication-related Advising workshops. | | Develop and launch technology-based means of disseminating advising information, including video tutorials. |
| Consider an annual meeting with transfer institution department chairs to help scaffold for incoming students. | External Review, p. 7; Continuous Improvement Committee | Chair | |  | | Begin to facilitate working relationships with three local community college departments; pursue on-campus opportunities (ALAS, iPath, etc) that allow for improvement of transfer issues. | |  |
| **DEVELOPING RESOURCES TO ENSURE SUSTAINABILITY** | | | | | | | | |
| Increase the number of tenure-track faculty; Consider resource implications of emphasis structure and additional COMM electives | External Review, p. 7; Continuous Improvement Committee; Provost | | Provost | | Budget | | Develop a multi-year hiring plan for faculty |  |
| Increase the number of staff members | External Review, p. 7; Continuous Improvement Committee | | Provost | | Budget | | Develop a multi-year hiring plan for staff |  |
| Program Advisor should receive 3 WTUs/semester of reassigned time | External Review, p. 7 | | Provost, Dean | | Budget | | Discuss the issue of reassigned time for both the Chair and the Advisor. |  |
| Faculty need more support for conference travel and faculty development endeavors | External Review, p. 7 and p. 8 | | Provost | | Budget | | Earmark portions of the program budget for conference travel and faculty development; identify and utilize additional pools of resources within the university for such endeavors. |  |
| Develop additional means of acquiring external funding and/or resources | External Review comments; Provost | | Chair; Dean; Curriculum | |  | | Conceptualize 1-3 external funding mechanisms (certificate programs, etc.) | Implement 1-2 external funding mechanisms |
| **CREATING A LEARNING CENTERED ORGANIZATION/STRUCTURE** | | | | | | | | |
| Develop a 5-year vision plan and working plans to achieve this vision | External Review, p. 8 | | Chair, Faculty | |  | | Begin the process of devising a vision plan for the program. | Develop, formalize, and implement key facets of a vision plan for the program. |
| Offer more A-1 General Education courses | Continuous Improvement Committee | | Chair, GE; Director of Undergraduate Initiatives | | Budget | | Identify a faculty member to serve as General Education liaison, in order to identify the need for additional A-1 courses and its impact on Program resources. |  |