## ACTION PLAN ITEMS: XXX Program/Program area/Credential

| # | **Desired Outcome** | **Actions** | **Recommendation Reference** | **Lead Person(s)** | **Start Date** | **End Date** | **Resources** | **Monitoring** | **Results** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | *What do you want to achieve?*  | *What actions will be taken to achieve desired outcome?* | *What final report recommendation was this desired outcome derived from?* | *Who will be responsible for leading this action?* | *Month/year* | *Month/year* | *What resources will be required to complete this action? (e.g., money, software, consultants, equipment)* | *How will you track the implementation of your action?* | *How will you know that you have achieved your desired outcome?* |
| **1** | *Example:***Develop a set of useful and aligned program learning outcomes.** | Get dept members together to develop a set of program learning outcomes that are meaningful for students and can align our courses. | Reference the final report recommendation number | Department Chair and Faculty Members X and Y | Insert Date | Insert Date | Support from CTLI to help build the learning outcomes. | We will keep versions of the program learning outcomes in a shared team site and mark final version when done. | Will be able to share a final version of program learning outcomes and use them to conduct a curriculum mapping exercise with all courses. |
| **2** |  |  |  |  |  |  |  |  |  |
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