**Hostos Community College Annual Planning & Assessment Reporting Template (A-PART)**

Academic Department Template

2023 – 2024

Faculty Engagement

Position, Tenure, and Promotion Status of Full-Time Faculty:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Position and Unit (if applicable):** | **Tenure/Reappoint:** | **As of (date):** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Professional Development (trainings with deliverables, not standalone workshops):

|  |  |  |
| --- | --- | --- |
| **Name:** | **Category:** | **Name:** |
|  |  |  |
|  |  |  |

Service:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **College-Level:** | **CUNY-Level:** | **External:** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

See Appendix A for Human Resources report and Productivity report (will be provided). Also, include additional details of faculty teaching, professional progress, and service beyond the scope of the reports provided to you.

Strategic Plan Aligned Departmental Activities

**In this section, please include each of the major activities that you are undertaking this academic year.** Be sure to include activities aligned with the various goals of the Strategic Plan: Access to Higher Education; Justice, Diversity, Equity, and Inclusion; English and Mathematics Skills; Intellectual Growth and Lifelong Learning; Socioeconomic Mobility; or Social Justice for the Bronx.

Alignment could also include aspects of the Academic Implementation Plan (AIP): Teaching Excellence; Curricular Innovation; or Student Success.

Be sure to include the faculty member(s) who will be responsible for coordinating each activity, particularly for faculty awarded grant funding and/or assigned release time for this work (this statement does not refer to faculty members whose release time and respective responsibilities are outlined in the Charter of Governance).

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity:** | **Department Lead:** | **Results:** | **Proposed Action:** |
|  |  |  |  |
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*Narrative:*

*In this section, feel free to take notes during the year to track progress on each of the activities listed in the table above. Also, you should use this section at the end of the year to include noteworthy results, emerging opportunities, or arising challenges in narrative form to elaborate on aspects that are not well captured in the table.*

Activity:

See Appendix B for Degree Program KPIs, Curriculum Report, and General Education Pathways forms

Degree Program Assessment(s)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree Program & Learning Outcome:** | **ILO** **Alignment:** | **Method of Assessment: (Summary – details in template)** | **Results:** **(Summary – details in template)** | **Proposed Action:** **(resource request if applicable)** |
|  |  |  |  |  |
|  |  |  |  |  |

List of ILOs: Critical Thinking, Written Communication, Oral Communication, Quantitative Reasoning, Technology Competency, Information Literacy, Specialized Knowledge, Diversity, Community / Civic Engagement

Note: All degree programs need to have a clear Curriculum Map for each offered degree program included in Appendix C. This Curriculum Map must align ILOs to PLOs and CLOs for the degree program. Include in Appendix C the Program Learning Outcome Template (PLOT) used for each degree program, as well as the General Education Pathways outcomes, if Pathways area scheduled includes your courses and results are received in the academic year from General Education Pathways Assessment Committee (GEPAC).

Appendices

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| --- | --- |
| **Appendix** | **Description** |
| A | Faculty reports – HR, Productivity reports, and supplemental materials |
| B | Degree program reports - Degree Program KPIs and Curriculum ReportsGeneral Education reports – List of Pathways courses and Pathways forms |
| C | Assessment reports - Curricular Maps for each Degree Program, Program Learning Outcome Templates, and General Education Pathways Learning Outcome Assessment (if applicable) |
| D | Other |