





Capstone

## DAY ONE

### HOW ARE YOU GOING TO ACCOMPLISH YOUR OBJECTIVES?

What things are you going to continue to do in the same way you are doing them now?

What are you currently doing that needs to be modified?

What are you not doing that needs to be done?



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DAY TWO

WHAT RESOURCES DO YOU NEED TO COMPLETE THE TASKS IDENTIFIED ABOVE?

People:

Who?	What do you want them to do?



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**DAY TWO**

Resources (e.g., money, release time, summer support, etc.):

Resource needed:	From whom?	For what purpose?



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**DAY THREE**

Develop a proposed work plan to achieve your goals:

WHEN?

Work Plan Matrix

Goals:	Task(s) to Achieve Goals	Who	When	Person Responsible



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EXAMPLE

Goal	Task(s)	Who	When	Person responsible
Create measurable student outcomes	Find examples of measurable outcomes	Sarah Pfladderer	January 2015	Sarah Pfladderer
	Assemble team of faculty	Me in consultation with Assoc. Dean	February 2015	Graceanna Cramer and Sarah Pfladderer
	Provide faculty development on how to write measurable outcomes	Center for Teaching and Learning (CTL)	March 2015	Tim Mitchell (CTL)
	Work with faculty to develop performance indicators for student outcomes	Faculty committee on assessment of student outcomes (CASO)	March/April 2015	Sarah Pfladderer
	Validate performance indicators by program faculty	CASO with Department Head and program faculty	April 2015	Sarah Pfladderer
Redesign Curriculum Map	Identify models for curriculum mapping	Sarah Pfladderer	January 2015	Sarah Pfladderer
	Review current state of curriculum mapping	CASO	February 2015	Sarah Pfladderer
	Identify needed improvements	CASO	February 2015	Sarah Pfladderer
	etc.	etc.	etc.	etc.