Continuous Improvement Plan

Outcomes might not change from year to year. For example, if you have not met previous targets, you may wish to retain the same outcomes. You may add short-term administrative, technological, assessment, resource or professional development goals, as needed. Choose up to 2 outcomes from Table 1 above to focus on over the next two years.

A. Outcome - Result expected in this unit (from column A on Table 1 above--e.g. Authorization requests will be completed more quickly; Increase client satisfaction with our services).
B. Measure - Instrument(s)/process(es) used to measure results (e.g. surveys, test results, focus groups, etc.).
C. Target - Degree of success expected (e.g. 80% approval rating, 10-day faster request turn-around time, etc.).
D. Action Plan - Implementation of the action plan will begin during the next academic year. Based on analysis, identify actions to be taken to accomplish outcome. What will you do?
E. Results Summary - Summarize the information and data collected in year 1.
F. Findings - Explain how the information and data has impacted the expected outcome and unit success.
G. Implementation of Findings – Describe how you have used or will use your findings and analysis of the data to make unit improvements.

Table 2. CIP Outcomes 1 & 2

A. **Outcome #1** Increase the number of Collegiate Academies with partnering high schools	
B. **Measure (Outcome #1)** Actual count of new Collegiate Academies	C. **Target (Outcome #1)** **Addition of 3 new Collegiate Academies**
D. **Action Plan (Outcome #1)** Meet with ISD Administration to present Collin Collegiate Academy Blueprint for implementation and expected outcomes	
E. **Results Summary (Outcome #1)** TO BE FILLED OUT IN YEAR 2	
F. **Findings (Outcome #1)** TO BE FILLED OUT IN YEAR 2	
G. **Implementation of Findings (Outcome #1)** TO BE FILLED OUT IN YEAR 2	

Table 2. CIP Outcomes 1 & 2 (continued)

A. Outcome #2 Increased number of dual credit students earning degrees and certificates

B. Measure (Outcome #2)	C. Target (Outcome #2)
Actual count of certificates awarded each academic year	Increase of 5% each year

D. Action Plan (Outcome #2)
Increase outreach for the Technical Campus through tours and information sessions. Additionally, meeting with ISD CTE Directors to enhance and improve exposure to programs for students.

E. Results Summary (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

F. Findings (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

G. Implementation of Findings (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

Outcome #3 Increase the number of community outreach events

H. Measure (Outcome #2)	I. Target (Outcome #2)
Actual count of events participated in each year	Increase of 5% each year

J. Action Plan (Outcome #2)
Increase outreach through tours and information sessions. Establish the new welcome center at McKinney as a hub for campus tours. Enhance focus on these due to the addition of a new Dean of Admissions in 2022 (Outreach will move under the Dean)

K. Results Summary (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

L. Findings (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

M. Implementation of Findings (Outcome #2) **TO BE FILLED OUT IN YEAR 2**

WHAT HAPPENS NEXT? THE PROGRAM REVIEW REPORT PATHWAY

A. **Following approval by the Steering Committee,**
- Program Review Reports will be evaluated by the Leadership Team;
- After Leadership Team review, the reports will be posted on the Intranet prior to fall semester;
- At any point prior to Intranet posting, reports may be sent back for additional development by the unit.

B. **Unit responses to the Program Review Steering Committee recommendations received before July 31st will be posted with the Program Review Report.**

C. **Leadership Team members will work with program supervisors to incorporate Program Review findings into planning and activity changes during the next five years.**

Please make sure to go back and complete your Executive Summary at the start of the Review

Primary self-study questions were adopted from "Structuring the Six Self Study Questions", Michigan State University, 2008   44