

Goal 1. Enact viable and effective programs in an inclusive and equitable community of practice.
Benchmark 1. Increase enrollments and retention of students at all levels

Objective

3. Generate annual course offering plans for all undergraduate course schedules prior to summer/ fall registration beginning and publish these online and in other ways for students and others to see, and keep the posted schedule for a three-year to five-year period.

Strategies

- a. Create program maps of courses (not number of sections of each course) the College will offer each long semester for all COE undergraduate programs. This rotation will be grounded in the analysis of numbers of sections allowed each year.
 - i. FY20:
 - 1. Draft reviewed for alignment with sections offered plans and by Evan Finley for curricular alignment
 - 2. Finalized copies to Michael Tew
 - 3. Finalized course offering plans used by departments in planning course sections
 - ii. FY20-24 annally:
 - 1. Finalized course offering plans are used by departments in planning course sections
 - 2. Review of course offerings
 - a. to reflect new curriculum/ degree plans
 - b. to review and change sections offered when necessary for the fall and winter semesters prior to registration opening, preferably at the point the semester's schedule of courses is uploaded.
 - c. based on enrollments - guaranteed to be available in the posted semesters to students who began in FY20 or earlier.
 - 3. Check schedule of courses each semester to ensure that this rotation is being followed.

Admin led

- b. Distribute the schedule of what courses will be offered in fall, winter, summer A and summer B for the next 3-5 years through the COE Advising office and on our web pages.
 - i. FY20:
 - 1. Finalized copies put into student friendly form and available in COE Advising Office and on the COE website probably in the COE Advising pages
 - ii. FY 21-FY24:
 - 1. Update student handouts and webpages annually to reflect any additional semesters when courses will be guaranteed to be offered for students who entered in FY20 or earlier.

Measurable Outcomes

- a. The three- to five-year plan is drafted, finalized, and disseminated by COE Advising and is on the COE web site.
- b. Fall and Winter Course Schedule for registration reflects the plans.

\$ needed

- a. None

Data Sources

- a. Schedule of courses
 - a. 2-3 months prior to registration at the point we have to submit the next semester's schedule
 - b. verified a week before registration begins
- b. Checking in COE Advising to see that the latest plans are available to students
- c. Checking in COE web pages to see that the latest plans are available to students

Persons responsible for Data

- a. Beth
- b. Wendy
- c. David

Parked strategies and notes for later-year consideration