

NMHU Unit Strategic Planning: FY21 Plan
 Unit name: Curriculum and Instruction
 VP / Dean / Chair / Director / Lead: Seonsook Park
 Date submitted: (09/10/2021) 09/17/2021

PLAN - Unit Goals / Objectives

Unit	Unit / Department Objective	Purpose of Objective	SP Goal 1	SP Goal 2	SP Goal 3	SP Goal 4	SP Goal 5	Status (New or Ongoing)	Timeframe	Measurable outcomes
C&I	Support and promote excellence in academic programs in C&I: Master's degree program	To reduce number of hiring per-course contingent faculty that results in promoting success for faculty and students with professional development, mentoring, advising, and learning support in the unit.				x		Ongoing	Continuous	Hiring 2.0 FTE in C&I & ATCP tenure track faculty
C&I	Support and promote excellence in academic programs in C&I: ATCP degree program	To support ATCP teacher candidates and to build a community of practice with Field Based mentors/supervisors at the local schools and districts.		x		x		Ongoing	Continuous	Hiring 2 part-time supervisors
C&I	Increase the unit budget allocation to align with revenue generated by the unit in order to serve students and programs in the department	To make equitable distribution between revenue generated by the unit (C&I and ATCP) and unit budget allocation. C&I master's students and Alternative teacher students' enrollment rate has increased and for the purpose of retention, continuous increase in enrollments, and diversity in field based school placements	x	x		x	x	Ongoing	Continuous	Equitable budget query reflects the revenue generated by the unit.
C&I	Develop partnerships with local school districts and not for profit organizations (provide literacy professional development)	To provide service to the community stakeholders/members			x		x	Ongoing	Continuous	C&I faculty members provide scholarly activities to communities based on their academic expertise.
C&I	Identify and collect Alternative Teacher program key assessments data	To prepare for the state and national accreditation and to align our programs to support the NMPED's initiatives.	x				x	New	Continuous	State teacher license exam scores; Cohort Exit Survey; Student Learning Outcomes (SLO) Report
C&I	Need of program review in compliance with the state's requirement.	To ensure C&I programs in alignment with the state licensure requirement including technology requirements					x	New	Continuous	Graduation rate; Retention of ATCP teachers in the field (from PED data).

C&I	Support administrative staff	To support students, staff, and faculty that ultimately supports a growth of the programs and to sustain high quality service to the students and programs in the unit in an effective manner			x			New	Continuous	Hiring 1 administrative assistant
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DO - Implement Plan		STUDY - Assessment			ACT - Improve
Action(s)	Budget implication	Status (Met, Ongoing, Stop)	Outcome(s)	Challenge(s)	Improvement(s)
Approval from the Dean and VPAA (PA1); Posting the positions; Search in Spring 2022 for appointments in Fall 2022.	\$149,600	Ongoing			
Obtaining approval from the Dean and VPAA (PA1 approval); Posting the positions; Search in Spring 2022 for new appointments in Fall 2022.	\$100,640	Ongoing			
To request to review the current unit budget and overall revenues and cover all necessary costs of department. ATCP students' VIA fees need to be allocated to the department. In-state travel funds need to be allocated to the department.	Cooperating teachers stipends (\$100x60=\$6,000 per semester); Technology support (iPads or tablets) for Field Based faculty and supervisors; Professional Development Boot Camp (\$1,000); Professional Development ElevateNewMexico training (\$0); ATCP End of Program acknowledgement and convocation (\$4,000)	Ongoing		Difficult to track down unit budget allocation processes	
Production of documentaries; Providing literacy workshops to PDS schools; Collaboration with PDS schools for student observations.	none	Ongoing			
Department retreat (1) to provide instructors training and workshops and (2) to review, evaluate, and implement key assessments.	ATCP VIA fees for students and the programs	Ongoing			
The unit faculty members review the curriculum and program sequence to meet the state requirements	none	Ongoing			
Approval from the Dean and VPAA; Posting a job position.	\$47,600	Ongoing			