

# YEARLY PLANNING DISCUSSION TEMPLATE

## General Questions

Academic Year \_\_\_\_\_

1. Has your program mission or primary function changed in the last year?
2. Were there any noteworthy changes to the program over the past year? (eg, new courses, degrees, certificates, articulation agreements)

### Learning Outcomes Assessment

- a. Please summarize key results from this year's assessment.
  - b. Please summarize your reflections, analysis, and interpretation of the learning outcome assessment and data.
  - c. Please summarize recommendations and/or accolades that were made within the program/department.
  - d. Please review and attach any changes to planning documentation, including PLO rubrics, associations, and cycles planning.
3. Were there any staffing changes?
  4. What were your program successes in your area of focus last year?

**Validation for Program Planning Process:**

5. Who have you identified to validate your findings? (Could include Guided Pathway Success Teams, Advisory Committee Members, related faculty, industry partners or higher education partners)
  
6. Are there specific recommendations regarding the core topic responses from the validation team?