Action Plan for (Department/College Name) <u>College of Engineering and Computer Science</u>   **Date:** <u>1/4/22</u>

Select 2-3 areas of opportunities you want to focus on and identify goals and action steps to work toward your goals. Make sure that your action steps are within your area's control. If you have suggestions for your division leadership, please collect them on the last page and follow the chain of command to share those. If you have ideas you would like to share with institution leadership, please collect on the last page and share along with your action plans with your campus climate liaisons, as well as assigned division contact.

Framing your goals and objectives as S.M.A.R.T. goals (Specific, Measurable, Actionable, Realistic, and Time-bound) is a great way to ensure that your team is aligned and on-track. It will also help with progress reporting.

2021 results and recorded townhalls can be viewed on the campus climate website.
To review action plans and progress reports from the last survey, please visit: https://www.utrgv.edu/strategic-plan/strategic-initiatives/campus-climate/2018/action-plans/index.htm

Action plans are due December 2021. Progress Reports are due October 2022, and May 2023.

Please contact your assigned campus climate liaison for questions.

Survey Dimensions:
Job Satisfaction/Support
Professional Development
Compensation, Benefits, & Work/Life Balance
Facilities
Policies, Resources, & Efficiency
Shared Governance
Pride
Supervisors/Department Chairs/Directors
Senior Leadership
Faculty, Administration, & Staff Relations
Communication
Collaboration
Respect & Appreciation

Area of Focus/Opportunity (Dimension): Policies & Resources & Professional Development

1.   Goal (S.M.A.R.T.):   Revise evaluation/workload policies and expand professional development initiatives.

Action Steps to Achieve Goal	Responsible Person *(who will take the lead on this action step, who else is involved)*	Timing *(when, how often***)**	Metrics/Indicators of Success *(how you measure progress, success, and completion)*	Status/Comments *(anticipated start date, date started, ongoing, completed, pending)*
Revision of annual evaluation/tenure & promotion and faculty workload alignment policies	College Council	Monthly	Updates will be provided to faculty per academic term until completed	Ongoing
Develop a junior faculty mentoring program in collaboration with the Office of Faculty Success & Diversity	College Executive Team	Monthly	Updates will be provided to faculty per academic term until completed	Ongoing

The University of Texas
RioGrandeValley

Area of Focus/Opportunity (Dimension): Leadership, Communication & Shared Governance

2. Goal (S.M.A.R.T.): Strengthen efforts with team meetings and continue to provide constant communication and feedback to college community.

Action Steps to Achieve Goal	Responsible Person *(who will take the lead on this action step, who else is involved)*	Timing *(when, how often)*	Metrics/Indicators of Success *(how you measure progress, success, and completion)*	Status/Comments *(anticipated start date, date started, ongoing, completed, pending)*
Continue College Executive Team and College Leadership Team meetings (including academic program coordinators).	Dean's Office	Each team meets bi-monthly & Annual Retreat	CECS has added virtual methods of communication with staff, faculty, students, and across departments.	Ongoing
Departmental meetings with Dean attendance each semester	Dean	Semester	Regular Feedback Consultation	Ongoing
College Council Meetings	Chair of College Council	Monthly	Regular Feedback Consultation	Ongoing
Communication across college (with students, staff and faculty)	Dean's Office	Two communications are sent from Dean per semester. Dean communicates a variety of updates on social media	Regular Feedback Consultation	Ongoing

Area of Focus/Opportunity (Dimension): Recognition & Appreciation

3. Goal (S.M.A.R.T.):   Develop college awards and strengthen recognition and appreciation initiatives.

Action Steps to Achieve Goal	Responsible Person *(who will take the lead on this action step, who else is involved)*	Timing *(when, how often)*	Metrics/Indicators of Success *(how you measure progress, success, and completion)*	Status/Comments *(anticipated start date, date started, ongoing, completed, pending)*
Faculty, Students, Staff, and Alumni Awards/Recognition	College Executive Team	Annual	Regular Feedback Consultation	Ongoing

Promoting faculty & student achievements and success through:
    o   Outstanding student and faculty awards presented at the E-week and medal ceremonies
    o   Social media
	College Executive Team	Daily	Regular Feedback Consultation	Ongoing

College Faculty/Staff and Student Convocations	Dean's Office	Annual	Regular Feedback Consultation	Ongoing
Graduating Students Reception/Celebration	Dean's Office	Per commencement ceremony	Regular Feedback Consultation	Ongoing
College and Department Social Activities	College Executive Team	We plan an annual college social and have encouraged departments to hold socials annually	Regular Feedback Consultation	Ongoing