

Action Plan for (Department/College Name) College of Health Profession

Date: 1/31/2022

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): Growth Opportunities

1. Goal (S.M.A.R.T.): Cultivate a culture of continual learning for faculty and staff to reach optimal productivity in meeting their roles and responsibilities and to encourage advancement into career and leadership roles.

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)
Establish a Dean's Fellow Leadership Program to mentor and encourage faculty into expanding their career goals by pursuing leadership roles at the college level.	Dean Associate Deans	Staggered three-year appointments mentored by an assigned associate dean	Success of the program in faculty recruitment and fellow contributions to the advancement of college goals.  Number of fellows moving into leadership positions.	Spring 2022--ongoing
Support staff in meeting their short and long-term goals in their professional growth plan.	Dean Chairs/Directors	Ongoing	Professional activities attended resulting in added knowledge and skills  Identify goals met in the annual evaluation.	February 2022--ongoing
Provide small grant funds for faculty and staff professional growth for renewal, retraining or development to add new competencies within their field or position.	Dean Associate Dean	Awarded annually	Developing guidelines for the program  Number of applications received, applications funded and new or renewed certifications,	Fall 2022--ongoing

			licensure, or teaching methodology	
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Area of Focus/Opportunity (Dimension): Promotion and Tenure Requirements

2. Goal (S.M.A.R.T.): To review and revise the guidelines for faculty promotion and tenure requirements for adoption in moving from an R2 to R1 institution.

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)
Meet with Executive Council to set a timeline and establish a consensus for the revision of faculty promotion and tenure requirements to align with expectations in moving towards an R1 institution.	Dean Associate Deans Chairs/Directors	Fall 2021	Set timeline Faculty approval of new guidelines	Fall 2021--ongoing
Meet with each unit to discuss expectations in teaching, research, and service in transitioning into an R1 institution.	Dean Associate Deans Chairs/Directors Faculty	Fall 2021	Met with all units	October—November 2021
Establish a College Faculty Merit Committee to set guidelines for merit awards for all ranks within the college.	Dean Associate Deans	Spring 2022	Guidelines in place	January—March 2022

Area of Focus/Opportunity (Dimension): Workplace Culture

3. Goal (S.M.A.R.T.): Have transparency in budget management with full disclosure of all relevant fiscal information in a timely and systematic manner.

Action Steps to Achieve Goal	Responsible Person <i>(who will take the lead on this action step, who else is involved)</i>	Timing <i>(when, how often)</i>	Metrics/Indicators of Success <i>(how you measure progress, success, and completion)</i>	Status/Comments <i>(anticipated start date, date started, ongoing, completed, pending)</i>
Present an overview of the current budget and expenditure from the previous year at Convocation in the fall and spring semesters.	Dean	Twice a year beginning of each semester	Meeting Agenda and minutes	Fall 2022; ongoing
Provide an update on current budgets at Executive Council meetings open to questions and feedback.	Dean	Monthly	Meeting Agenda and minutes	February 2022; ongoing

**Reflection:**

**How do your goals support UTRGVs [strategic plan](#) and [mission](#)? How do your goals align with student success? How do they make a positive impact on the student experience?**

The S.M.A.R.T. goals of the College of Health Professions are formulated based on the analysis of the Campus Climate Survey. The data analysis was shared with the dean’s executive team, members of the CoHP Executive Council, and the respective units within the college. The goals align with the strategic plan and mission of the university to nurture a working environment that is inclusive and promotes access for lifelong learning, for personal and professional growth to reach full potential to succeed. It recognizes the importance of shared governance in decision-making and in building trust and integrity in its functions and daily operations. In essence, taking these steps and by meeting these goals the professional growth of faculty and staff will contribute to student success, enrich community engagement, and strengthen relations with stakeholders.

**Division Leadership Ideas (if applicable):**

- 1)
- 2)
- 3)

**Institutional Leadership Ideas (if applicable):**

- 1)
- 2)
- 3)