Departmental Report

**Narrative Overview of Accomplishments and Highlights**

*Please provide a brief overview of significant activities, achievements and other highlights from this past academic year. This may include examples of major growth/change and important/impactful projects. Note that you will be able to upload and save attachments of your choice.*

**Departmental Goals: Progress & Outcomes This Year**

*Please provide a brief overview of progress made toward departmental goals set in last year’s Annual Report. You may provide narrative content, or attach spreadsheets/documents with tables, graphs, or other charts. Note that you will be able to upload and save attachments of your choice.*

**Departmental Overview: Assessment and its Use for Improvement**

*Both non-academic and academic departments should use this space to briefly summarize assessment or other**evaluative activities completed during the most recent academic year, and how those results have been used to improve programs, structures, or services; informed departmental planning activities, including resource development/allocation; and/or potential future implications of those results. Note that you will be able to include supplemental attachments of your choice.*

*Academic departments within the College of Arts and Sciences are required to complete an Office of Educational Assessment Program Assessment Report (PAR). The completed PAR must be submitted as an attachment to this Department Report. Contact the Office of Educational Assessment with questions or for additional guidance.*

**Departmental Reflection: Strengths, Challenges & Opportunities**

*Use this space to reflect on strengths, challenges and opportunities facing your department. For example, these may include trends in your discipline, enrollment trends, or changing needs in student support services. Comment on how the department plans to address these through planning and/or assessment activities. These may include goals described in Section 6 (Future Goals & Initiatives). Note that you will be able to upload and save attachments of your choice.*

**Reflection: Support of University Mission, Strategic Plan, and ILOs**

*Use this space to highlight ways in which your department or area has supported the University’s mission, current Strategic Plan goals and objectives, and, if applicable, the University’s Institutional Learning Outcomes (ILOs). Note that you will be guided to link specific department planning goals in the Department Plan section of the Annual Report to the Strategic Plan and ILOs. You may also upload attachments of your choice to provide additional information or examples.*

*For the 2024-2025 reporting period, please consider sharing input from your department related to issues and topics that the University should consider as it develops its new strategic plan for 2025 and beyond.*

**Reflection: Support for Diversity, Equity, and Inclusion**

*The University’s Strategic Plan outlines our goal and objectives to expand and support diversity, equity and inclusion. Concrete action steps to operationalize these priority areas are outlined in the new Diversity, Equity, and Inclusion Plan. Use this space to describe how your department is supporting, or intends to support, the diversity, equity, and inclusion goal, objectives, or action steps. You may also upload attachments of your choice to provide additional information or examples.*

**Departmental Resource Planning**

*Use this space to reflect broadly on resource needs – space, staffing, and financial. Provide analysis of resource needs that may be needed to address departmental goals, Strategic Plan goals, or other needs. Note that you will be able to upload and save attachments of your choice. Please note that budget requests for the 2026-2027 fiscal year will be submitted via a separate Resource and Staffing Request sections of the Annual Report.*

**Departmental Future Goals & Initiatives**

*Briefly summarize departmental goals and significant activities for the year ahead. Note that the separate Departmental Plan template will provide details related to these goals and related objectives. Note that you will be able to upload and save attachments of your choice.*

**Additional Staff & Faculty Accomplishments**

*Use this section to share any additional professional or academic accomplishments from faculty and/or staff with your department and programs. Use this section to share any additional professional or academic accomplishments from faculty and/or staff with your department and programs. Academic departments chairpersons may wish to use this space to highlight faculty research and scholarly activity, including internal and external grants and awards. You may also highlight student research and scholarly achievements.*

**Attachments**

*Use this space to upload and save attachments that are relevant to the Report sections above. Please note that documentation related to specific* ***resource requests*** *(e.g., position descriptions, proposals of work) should be uploaded in the Attachments block of those sections of the Annual Report.*