Program Summary

**Task Force:** Thank you for the time and effort you put forth in your report. Through the USAP process, we are working to create a culture of continuous improvement; setting specific and measurable goals is an important step in the process of moving IPFW toward this culture of improvement. Part of this effort is getting individuals and units at IPFW to think differently about planning and the future. The work of Accounting and Finance is critical to IPFW and we greatly appreciate the time you spent on this significant endeavor.

The USAP task force has noted that none of your goals have timelines that allow for evaluation in one year’s time. Please consider this as you update your report for the next cycle. Specific feedback is provided for each goal in that section.

Thank you again for being part of this important initiative.

**Criterion:** #1: Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)

**Question:** Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)

Our mission is to facilitate the academic and professional success of our students through excellence in teaching, intellectual contributions, and service to our constituents. Specifically, our department offers the following four academic programs: Major in Accounting, Major in Finance, Post-baccalaureate Certificate in Accounting, and a Certificate in Bank Management.

**Criterion:** #2: Accomplishments - Please list significant accomplishments from the last three years as they align with Plan 2020 goals

**Question:** I. Foster Student Success - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area I: Foster student success.
1. Foster Student Success
   1. Higher than national averages on the Certified Public Accountant (CPA) exam test results. Nearly half of our graduates attempt this exam.
   2. Approximately 20% of the accounting graduates are hired by CPA firms. We consider this level of placement with CPA firms to be an indicator of the quality of and respect for our accounting program.
   3. Very active student organizations (Accounting Society, Finance Society). Both clubs hold three to four meetings per semester. Meetings typically involve interactions with professionals from the community which range from single speakers to panel discussions. The Accounting Society annually hosts a “firm night” which is a focused job fair that includes approximately ten local and regional companies.
   4. Oversee approximately 30 accounting and finance majors per year who participate in internship or co-op opportunities.
   5. About two-thirds of the current fulltime faculty have won teaching awards including department, school, campus and state/regional awards.
   6. Started up two certificate programs in the Finance area (Bank Management and Retirement and Insurance). The Retirement and Insurance certificate is currently inactive. The Bank Management certificate includes 12-15 industry professionals as guest lecturers plus a unique Bank Simulation class. IPFW is the only undergraduate program in the nation using this simulation.
   7. Five to six regular annual scholarship sponsors. Amount awarded range from $500 to $1,000.
   8. Nine local and regional companies sponsor the Accounting Society. Sponsorships are $250 each.

**Question:** II. Creation of Knowledge - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area II: Promote the Creation, Integration, and Application of Knowledge.

Promote the Creation, Integration, and Application of Knowledge

1. Produced 21 publications and 25 presentations/proceedings over the last three years. This is an average of four productions per tenure/tenure-track faculty.
2. Continued annual funding ($8,000 to $10,000 per year) by a local CPA firm for research and teaching endeavors.
3. Established standard for minimum research activity expectations.
4. Provide faculty with financial support for research and teaching related activities.
5. Acquired several grants (ranging from $25,000 to $40,000 each) for research activities.

Serve as a Regional Intellectual, Cultural, and Economic Hub for Global Competitiveness

Faculty member initiated the formation of a local chapter of the Assoc. of Certified Fraud Examiners

Create a Stronger University through Improving the Support of Stakeholders and the Quality and Efficiency of the Organization

n/a
III. Regional Hub - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area III: Serve as a Regional Intellectual, Cultural, and Economic Hub for Global Competitiveness.

N/A

Question: IV. - Create a Stronger Univ - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area IV: Create a Stronger University through Improving the Support of Stakeholders and the Quality and Efficiency of the Organization.

N/A

Question: Other Accomplishments - Please list any other significant accomplishments from the last three years that do not align with Plan 2020.

Members of our department are very involved in service at the university level including senate committees and subcommittees (Executive Committee, Grants and Sabbatical leaves, General Education, Students Affairs, Budgetary Affairs, Grievance, University Resource Polic, IU Speaker, Presiding Officer), as well as Chancellor’s Univ. Budget Committee and Univ. Strategic Alignment Process committees and CELT Advisory Board.

Criterion: #3: Accreditations - Program specific accreditation and status

Question: Accreditations - What program-specific accreditations and status do you have, if any?

AACSB – Incentives to have strategic plan, perform meaningful assessments of learning, standards for teaching qualifications as well as minimum ratios of PhDs, etc. Without accreditation recruiting good tenure track faculty would be virtually impossible in accounting and finance.

Question: Constraints/Benefits - How do these accreditations constrain or benefit the work of your unit, if applicable?

Criterion: #4: Laws and Mandates - Federal and state laws or mandates that your unit addresses

Question: Federal and State Laws - What federal and/or state laws or mandates do you address, if any?
The accounting major is affected by the state of Indiana CPA exam requirements – currently need 24 credit hours in accounting with 12 credit hours required in specific topics. If the state increases the required accounting hours this would create a significant constraint since the current business degree only allows for 24 credit hours in the major. Another possible problem is that if certain proposed courses (such as Ethics for Accountants or Communications Skills for Accountants) become required we may lack the resources to develop and teach these courses.

**Question:** Constraints/Benefits - How do these federal and state laws or mandates constrain or benefit the work of your unit?

**Criterion:** #5: Inefficiencies - Activities that you spend resources on inefficiently or in ways that do not support the mission.

**Question:** Inefficient use of resources - On what activities, if any, do you spend resources (money, time, people, etc.) inefficiently or in ways that do not support the mission of your unit or the university? List as many as apply.

N/A

**Criterion:** #6: IR and Budget Review - Review of your department profile and budget

**Question:** Contextualize IR data - Upon review of your IR Department Profile (for academic units) and FY 14-15 Budget information, are there any data you want to correct or contextualize? To view your profile or budget visit the Office of Institutional Effectiveness website: http://www.ipfw.edu/offices/ir/profiles/

One suggestion would be to breakdown the data between Accounting and Finance programs. These are two distinctively different fields with only one course common between the two majors. On the whole we generate over a $1 million surplus as a contribution towards overhead costs.

**Criterion:** #7: Goal One - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**
1. Comment on the specificity of the goal:

Very specific

2. Comment on the goal's measures:

Clear and appropriate.

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

Can achieve, but wondering if other action steps, beyond those that involve advising, might also be necessary (such as supporting instructors, tutoring, etc.)

4. Comment on the goal’s relevance:

Relevant.

5. Comment on the timeline of the goal: Seems ambitious.

Possible opportunities for collaboration or suggestions for addressing a gap:

Student Success units or CELT.

**Question:** Unit Goal - What is your unit goal?

Improve retention of accounting and post-baccalaureate students by reducing the number of students who need to retake one or more of their upper level (300 and above) Accounting courses.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.B.4, I.M.1, I.E.2

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
Every undergraduate major/minor in Accounting and PBA student will be assigned to a faculty member. Faculty will set up small group meetings with no more than four students. The purpose of the meetings will be to (1) inform students of the program’s expectations, (2) provide suggestions on how to improve success, and (3) create an opportunity for students to get better acquainted with each other. Each student will attend a group meeting before the first day of the first semester they take their first 300 level Accounting course.

• Collect data on percent of students who pass A311, A317, A325 and A328 during their initial enrollment in each course.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

- Beginning with the Fall 2015 semester, determine what percentage of undergraduate and PBA students have met with a faculty member before their first semester in the program.
- Reduce the percentage of students not passing A311, A317, A325 and A328 in their initial semester of taking each course by 10% by 2020.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes. Data collection on students who passed A311, A317, A325 and A328 during their initial enrollments in the course will need to be undertaken to set a benchmark, but this can be done with information available via campus resources.

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

N/A

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

- Conflicts of schedules may make it difficult to meet with every student prior to their first semester in the program, especially if a student enrolls within a short-time period prior to when courses begin.
- Situations can arise in students’ lives during the semester (e.g., family, health and work changes) that can hurt their performance in the classroom and retention in the program. These are beyond the control of our Department.
Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

The actions for accomplishing this goal will be implemented in the Fall 2015 semester.

**Criterion:** #8: Goal Two - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**

1. Comment on the specificity of the goal:

   Goal seems to be two-goals in one. Perhaps hiring placement director is the action step to meet the goal of improved placement.

2. Comment on the goal's measures:

   Quantifiable metrics need to be identified. Baselines need to be provided. Many of the goals are yes/no questions. Is asking these questions really the best way to assess progress toward the goal?

3. Comment on the unit's ability to achieve the goal (include a consideration of the departmental profile and budget data):

   Unclear if unit believes this goal can be met without hiring a director.

4. Comment on the goal's relevance:

   Seems relevant, but needs to make a stronger case for hiring director.

5. Comment on the timeline of the goal:

   Need to break this down, provide more detail and link to action steps.

   Possible opportunities for collaboration or suggestions for addressing a gap:

   Career services, etc.

**Question:** Unit Goal - What is your unit goal?

Improve placement of Accounting and Finance (A&F) students, through department initiatives and promotion of employing a placement director.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

1.E.4, 1.E.2, I.M.2

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High
**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Actions With Current Resources**

- Send an e-mail to all A&F majors/minors requesting them to e-mail the Department Secretary their employment while at IPFW and upon graduation.
- Refine the DSB Passport to Success Program for A&F majors to require using services through the Co-op Office and Career Services that can increase employment opportunities.
- Conduct a market study to ensure that Accounting & Finance curriculum are consistent with market demands.
- Promote pursuit of relevant credentials. Maintain current percent taking and passing CPA exam (only data publicly available). Also, include question on senior exit survey about plans.
- Promote a hiring of a DSB Placement Office.

**Actions if a DSB Placement Officer is hired**

- Mandatory one-on-one meeting with every A&F major/minor once major/minor is declared to discuss career goals.
- Make A&F majors/minors aware of all accounting/finance internships and full-time opportunities available through the Co-op Office, Career Services and any other external job search engines.
- Create opportunities with local/regional businesses for A&F majors/minors.
- Collect data from A&F current students/alumni regarding their employment experiences while at IPFW and after graduation.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

- Has a Placement Officer been hired?
- If a Placement Officer has been hired, have they met with every A&F major/minor, developed a system of notifying these students of employment opportunities and sought out additional employment opportunities for students.
- Has data of employment been requested (and collected) by Department Secretary starting in December 2014?
- Has there been a refinement of the DSB Passport to Success Program?
- Validation of curriculum by market constituents

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

No

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

Funding to hire a DSB Placement Officer.

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Potential redirection of curriculum/updates might require some length of time.
**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

3 to 5 years

**Criterion:** #9: Goal Three - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**

1. Comment on the specificity of the goal:

   Similar to last goal; several goals/actions steps are combined in the goal, and clarity is lost. The goal seems to be to improve finance program.

2. Comment on the goal's measures:

   Satisfactory, although it would be useful to have baselines.

3. Comment on the unit's ability to achieve the goal (include a consideration of the departmental profile and budget data):

   Seems to depend on appointing director of the program

4. Comment on the goal's relevance:

   Unclear. Need more information about how dire the situation is.

5. Comment on the timeline of the goal: Specific, realistic.

   Possible opportunities for collaboration or suggestions for addressing a gap:

   We wonder what the impact will be on other business departments.

**Question:** Unit Goal - What is your unit goal?

Enhance the success of finance majors by improving the promotion, quality, and delivery of the program by creating a director of finance position

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.B.1, I.B.4, I.E.4

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High
Question: Actions - What action(s) does your unit plan to take to support this unit goal?

- Appoint a finance or accounting faculty to this position in exchange for one course release per year.
- The director is to compliment the area of whoever is the current chair.
- Duties and (hours per year)
  - Promote program (10-15)
  - Answer questions and assist advising office (10-15)
  - Prepare class schedule in conjunction with chair (4)
  - Develop LTL list and monitor their work when utilized (4-5)
  - Monitor curriculum and enrollment (2-5)
  - Coordinate speakers for student events/e.g., J100 and high school visiting day
  - Report to department chair

Question: Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

- Expect enrollment in major/minor to rise by 10% by 2020 (about 2% per year)
- Increased retention and graduation (about 2% per year).
- Increased internships (about 2 per year) and placement in field by 2020 (lack data to set specific goals – see challenges).

Question: Resources - Are you able to accomplish this unit goal with your current resources?

No

Question: Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

Approval for an ongoing course release. Other areas, such as Health Sciences, have similar models for subspecialties in a department.

Question: Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

- Economic or other forces that affect the employment market outside of our control.
- Placement data collection in order to develop an appropriate metric for improvement.

Question: Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

- Expect enrollment in major/minor to rise by 10% by 2020 (about 2% per year)
- Increased retention and graduation (about 2% per year).
- Increased internships (about 2 per year) and placement in field by 2020 (insufficient data to set specific goal at this time).

Criterion:
#10: Goal Four - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**

1. **Comment on the specificity of the goal:**
   
   Very specific. Is this actually part of a larger goal of collect more data in order to improve assessment of student learning?
   
2. **Comment on the goal's measures:**
   
   Clear and appropriate.
   
3. **Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):**
   
   Likely can achieve, although faculty have limited time to devote to the goal.
   
4. **Comment on the goal’s relevance:**
   
   Very relevant.
   
5. **Comment on the timeline of the goal:**
   
   Unspecific. Need to break this down.
   
   Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?

Give graduating accounting majors an exit exam that covers basic topics from all required courses.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.A.2, I.0.3.B

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
ACC Accounting and Finance

Program Write-up with Task Force Comments

BASIC ACTIONS

- Review syllabi from required courses, with emphasis on learning objectives of the courses
- Work with faculty on establishing list of priority topics
- Exam to be administered during the Auditing course (BUS A424) which is required of all accounting majors near the end of the program.
- Determine implementation date

DEVELOPMENT

- Develop rubric of topics covered and corresponding level of coverage (high, medium, low)
- Determine appropriate length and format of exam
- Develop exam questions
- Consider using pretests in each required course to give baseline for assessment of progress.

EVALUATION

- By all accounting faculty
- Review exam results after each exam
- Tabulate and communicate results to faculty
- Review and revise questions as needed
- Review and revise course topic coverage as needed based on exam results

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Completing exam development by established deadline

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

N/A

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Lack of faculty time and appropriate reward structure to engage faculty in this process

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

2 - 3 years
**Criterion: #11: Goal Five - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.**

**Task Force:**

1. Comment on the specificity of the goal:
   
   Very specific.

2. Comment on the goal's measures:
   
   Need to be clarified. How will you evaluate the results? Are there particular baselines you will use?

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):
   
   Likely can achieve.

4. Comment on the goal’s relevance:
   
   Very relevant.

5. Comment on the timeline of the goal:
   
   Ambitious. Much shorter than goal four’s timeline.

   Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?

Give graduating finance majors an exit exam that covers basic topics from all required courses.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.A.2 and I.0.3b.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

Identify basic topics covered in required courses (F305, F310, F345, F494 and A325). An equal number of questions will be developed for each course. The exam will be given before graduation.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?
**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

N/A

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

No challenges

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

less than one year

**Criterion:** #12: Goal Six - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**

1. Comment on the specificity of the goal:

   Very specific.

2. Comment on the goal's measures:

   Clear but need baselines.

3. Comment on the unit's ability to achieve the goal (include a consideration of the departmental profile and budget data):

   Seems able to achieve, although faculty time could be an issue.

4. Comment on the goal's relevance:

   Very relevant.

5. Comment on the timeline of the goal:

   Unspecific. Need to break this down.

Possible opportunities for collaboration or suggestions for addressing a gap:

Career services, internship office, alumni relations.
**Question:** Unit Goal - What is your unit goal?

Strive to increase the number of accounting student completing either a service learning or internship opportunity by 25% by 2020.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.B.1 and I.E.2

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**BASIC ACTIONS**

- Develop publication for potential organizations with selling points, estimated costs, and flexible options about participation
- Develop process to match students with opportunity by Fall 2015
- Further develop partnership with Career Services and/or Co-op immediately

**DEVELOPMENT**

- Contact all local/regional CPA firms within the next three years about internship/co-op opportunities.
- Network with past graduates working in local/regional organizations about potential participation. Start with alum at large companies and who are at high levels in organization hierarchy.
- Contact local non-profits within the next three years about opportunities for students to serve. Examples: United Way fund drive “auditors,” IRS Volunteer Income Tax preparer program and Junior Achievement instructor.

**EVALUATION:**

- Systematically get and provide feedback to/from students and employers
- Track graduate job placement with the expectation of noticeable improvement of placement in field by 2020.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Number (percent) of students completing requirement. Once baseline (percent currently fulfilling requirement) is established specific benchmarks will be set to reasonably get us to the goal by 2020.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?
Question: Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

- Gather information about the current work status of our students in order to firm up the timeline for this project.
- Help developing opportunities.
- Approval of a regular course release or other incentives for the faculty member assigned this responsibility.

Question: Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Lack of time.

Question: Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

3 to 5 years

Criterion: #13: Goal Seven - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

Task Force: 1. Comment on the specificity of the goal:

Very specific.

2. Comment on the goal's measures:

Need to clarify. How will it be determined that standards need to be revised?

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

Likely can achieve.

4. Comment on the goal’s relevance:

Relevant if this is a cooperative venture with Honor’s Program. Otherwise, however, H-optional classes could undercut Honor’s Program.

5. Comment on the timeline of the goal:

None provided.

Possible opportunities for collaboration or suggestions for addressing a gap:

Honors Program!
**Question:** Unit Goal - What is your unit goal?

Create Honors-option policy with standards that will apply to all occasions when an H-option is granted for any department course.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.B.2, I.M.3, II.B.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**BASIC ACTIONS**

- Discuss what common protocols should be included in honors-option courses.
- Discuss what value should be added to students taking honors-option courses.
- Discuss what additional expectations should be expected of students taking honors-optional courses.

**DEVELOPMENT**

- Contact the Honors Program regarding any honors-option requirements
- Discuss with ACFN faculty viable alternatives for common standards of work-product for students taking a course as an honors-option (e.g., additional paper, additional exam).
- Vote on the honors-option standards.

**EVALUATION**

- Track the number of students who take honors-option courses.
- Seek feedback from those students on their experiences.
- Seek feedback from instructors teaching honors-option courses.
- Evaluate the efficacy of the honors-option standards.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Once there have been two semesters where students have completed ACFN courses with an honors-option, the department will evaluate if the honors-option standards need to be revised, and thereafter annually.
**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes.

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

N/A

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

N/A

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

N/A

**Criterion:** #14: Goal Eight - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**
1. Comment on the specificity of the goal:

Specific, but action steps seem limited. What else can be done besides the one meeting that is described? Also, what is the broader goal served by this goal?

2. Comment on the goal’s measures:

Limited. Need to clarify: what information will be collected on surveys? How will information produced at meeting be evaluated?

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

Unclear. Relevant factors such as incentives for community representatives and cost are not discussed.

4. Comment on the goal’s relevance:

Relevant, but see #1.

5. Comment on the timeline of the goal:

Unspecific. Need to break this down.

Possible opportunities for collaboration or suggestions for addressing a gap:

Alumni center?

**Question:** Unit Goal - What is your unit goal?

Involve professional community in curriculum decisions and interactions with students.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.E.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
**BASIC ACTIONS**

- Develop plan for annual meetings with community members to review curriculum
- Choose members of the community to invite
- Choose date to host meeting

**DEVELOPMENT**

- Email identified community members to determine interest in participation and define items to discuss regarding the curriculum
- Reserve facilities for hosting meeting
- Send notice and invitations to identified members
- Provide faculty with community needs
- Discuss at faculty retreat and implement agreed upon curriculum changes recommended

**EVALUATION:**

- Assess level of participation every three years
- Assess feasibility of the items raised by community partners

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

Number of invited community members actively attending meetings and surveys completed by faculty and community members.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

N/A

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

Lack of time and an appropriate reward structure to engage faculty in the process.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

3 to 4 years
**Criterion:** #15: Goal Nine - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:** 1. Comment on the specificity of the goal:

   Very specific.

2. Comment on the goal's measures:

   Satisfactory. Clarifies here that the purpose of this goal is fund raising.

3. Comment on the unit's ability to achieve the goal (include a consideration of the departmental profile and budget data):

   Could use help from DCS or Advancement.

4. Comment on the goal's relevance:

   Unclear. How will this further educational mission of department?

5. Comment on the timeline of the goal:

   Unspecific. Need to break this down.

Possible opportunities for collaboration or suggestions for addressing a gap:

Alumni relations, DCS, Advancement

**Question:** Unit Goal - What is your unit goal?

Maintain and improve External and Alumni Relations by hosting various annual events.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

I.E.3, III.B, III.D, III.M.1

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
Along with assistance from the Department of Continuing Studies, the department seeks to coordinate the following:

- Meeting of the Institute of Internal Auditors
- Meeting of the Financial Executives Institute
- Alumni Event for graduates of the Department
- Meetings with other professional organizations
- Solicit funds through an Annual Appeal

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

- # of Events Held
- Participation Rate
- Dollars Collected or Pledged

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

No

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

It would be helpful to have support from the Office of Advancement, however, the director, Wendy Kobler is only available for fundraising events based on request by the school’s Dean. Consequently, the Department of Continuing Studies has offered to assist the department in carrying out the following activities:

- Obtain membership lists for these organizations
- Schedule event and secure a location
- Solicit attendance through invitation mailings
- Provide arrangements for food and drink
- Arrange for speakers
- Focus specific appeals

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

To conduct these events will take extensive manpower to solicit participation and make arrangements to coordinate these events. If the Department of Continuing Studies commits to these events or activities, the department should be able to achieve these goals.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

1-3 Years

**Criterion:**
#16: Goal Ten - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write "NA" or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?