Program Summary

Task Force: Suggestion: See examples of goals, actions and metrics on USAP website. Metrics should all be specific and measurable, use action verbs and be able to support with data that at the time period specified, you did what you set out to do, or made steps toward achieving your goal(s).

Thank you for the work that went into this report. Through the USAP process, we are working to create at IPFW a culture of continuous improvement, and we think that setting specific and measurable goals is an important part of getting individuals and units at IPFW to think differently about planning and the future.

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)

The mission of the department is to offer high-quality undergraduate, graduate, and certificate programs in the areas of EET, CPET and IT. These programs meet regional needs and include credit and noncredit education in areas related to electrical, computer, and information technology. The department seeks to advance and share technical knowledge through teaching and creative endeavors, and to work with regional industries to develop and increase technically knowledgeable human resources.

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.

I.A.1. Improve quality and fidelity of assessment process of degree/certificate programs, General Education program, and Baccalaureate Framework with dedicated resources.

1. Department maintains an ongoing assessment process with feedback. The assessment process was modified to include changes in state mandates and changes in campus general education.

I.A.2. Use assessment data to improve student learning.

1. Department has an annual assessment report and provides feedback.

I.B.1. Increase opportunities for engaged and experiential learning including service learning and internship programs.

1. Information Technology had three senior design projects with local companies (Do It Best,
MedPro, Vera Bradley).

2. Myat Kyaw received a summer internship with NASA. He was selected to participate in the NASA Ames Research Center opportunity, "Developing Biologically Inspired Machine Intelligence for Sustainability Base ".

I.B.4. Expand use of high-impact instructional and advising interventions.

1. Department has implemented the use of myBluePrint for incoming freshman.

I.B.5. Transform the concept of the college classroom and the delivery of education.

1. Department has implemented cross listed sections of live and online classes.

I.C.2. Review, prioritize, and expand international agreements.

1. Professor Lin and Dean Yen have developed a dual M.S. degree program between IPFW and the National Taipei University of Technology.

I.C.4. Expand support for international students.

1. James Schwartz, a sophomore in IT, received the Benjamin Gilman International Scholarship. James studied in the spring 2014 semester at Queensland University of Technology in Australia.

I.E.1. Identify and develop signature programs that respond to regional needs, build on faculty expertise, and uniquely distinguish IPFW from other institutions.

1. Established an Information Technology Bachelors program.

I.E.3. Build and strengthen relationships with regional partners to increase research and scholarly collaborations in signature programs.

1. Ongoing annual meetings with an Industrial Advisory Committee (IAC) to investigate collaboration and program development.

**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.
II.C. Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

1. **New courses**
   1. ITC 37000 Human Computer Interaction – G. Steffen (Fall 2013)
   2. ITC 38000 Project Integration – M. Parker (Spring 2014)
   3. ITC 48000 Info Tech Senior Project I – G. Steffen (Fall 2013)
   4. ITC 48100 Info Tech Senior Project II – G. Steffen (Fall 2014)
   5. CPET 58100 Energy System Tech & Operations – D. Momoh (Spring 2014)
   6. CPET 58100 SmartGrid Technologies & Energy Management – P. Lin (Fall 2013)

2. **Curriculum Change**
   1. A.S. EET – Changed to meet IPFW General Education Requirements
   2. B.S. EET – Changed to meet IPFW General Education Requirements
   3. B.S. CPET – Changed to meet IPFW General Education Requirements
   4. B.S. ITC – Changed to meet IPFW General Education Requirements

3. **Editorial**
   2. International Journal of Smart Home (IJSH) – H. Luo

4. **Total publications**
   1. 3 Journals
   2. 2 Conference Papers
   3. 1 book Chapter

**Question:** 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.

**III.A.** Expand meaningful collaborations and research opportunities with regional, national, and global partners.

   1. TAP project with Quality Inspection and Gage – M. Parker

**III.B.** Provide access to outstanding intellectual programming.

   1. 2015 Illinois-Indiana ASEE Section Conference, Spring 2015 – G. Steffen

**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.
IV.C.4. Enhance volunteer engagement in support of strategic goals and fundraising

1. First time award of the “Hal and Hope Broberg Endowed Leadership”
2. First time awards of the “Vicki and Dan Churchward Endowed Scholarship”

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

NA

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

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

Accredited:

TAC/ABET A.S. Electrical Engineering Technology (EET) - Next visit Fall 2016
TAC/ABET B.S. Electrical Engineering Technology - Next visit Fall 2016
TAC/ABET B.S. Computer Engineering Technology (CPET) - Next visit Fall 2016

Preparing to seek Accreditation:

CAC/ABET B.S. Information Technology (IT) - possible Fall 2019

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

**Benefits**
Recognized internationally as one of the standards of Engineering Technology programs.
Student credits easily transferable to other ABET institutions.

**Constraints**
Lack of faculty release time to perform ongoing assessment and to write ABET program documents.

**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?

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

NA

**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.

NA

**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/

NA

**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:

   In reviewing this goal, we felt that you actually have 3 more goals listed within the action steps.

   Suggestion: We recommend that you break down this goal into three areas: New Curriculum, Faculty Development, and New Teaching Technology and then set action steps for each goal area.

2. Comment on the goal's measures:

   Suggestion: We recommend that you set a clearer quantitative measurement that will signify achievement of the goal. For example, 90% of the Full-Time Faculty will attend 2 conferences and 2 training workshops.

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

   This goal depends on the items listed in the “needed resources” section.

4. Comment on the goal’s relevance:

   The goal is relevant and would align with Goals listed in Vision 2020.

5. Comment on the timeline of the goal:

   More specific – December 2016?

   Suggestion: We recommend adding some checkpoints to evaluate progress on the goal.

   Possible opportunities for collaboration or suggestions for addressing a gap:

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

Sustain continuous improvement to maintain excellence and quality of CEIT programs.

**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.1. Improve quality and fidelity of assessment process of degree/certificate programs, General Education program, and Baccalaureate Framework with dedicated resources.

   I.B.4. Expand use of high-impact instructional and advising interventions.

   I.B.5. Transform the concept of the college classroom and the delivery of education.

   I.C.3. Promote academic programs for international market.

   I.E.3. Build and strengthen relationships with regional partners to increase research and scholarly collaborations in signature programs.

   III.B. Provide access to outstanding intellectual programming.
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?

1. Update curriculum content with new topics and technologies.
2. Creation of new courses to meet industrial needs.
3. Provide travel and development for faculty to hone new tool sets and develop collaborations.
4. Provide technology for teaching to the faculty for hybrid and online based instruction.

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

1. Creation of new topics and the purchase of new equipment in multiple courses.
2. Creation of new course(s).
3. Faculty obtaining new training and traveling to additional conferences.
4. Faculty expanding collaborative efforts with local industry and internationally.
5. Implementation of additional laboratories with teaching technology for online and hybrid instruction.

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?

1. Increase in S&E funds to $28,000.00 to cover needed expenses. (Taken from the proposed CEIT department budget 2014-2015)
2. Faculty tenure track position specializing in digital electronics and FPGA design to replace the retirement of Iskandar Hack.
3. Implement of a recurring “Travel and Professional Development fund” of $2,000 for each faculty. (Taken from the proposed CEIT department budget 2014-2015)
4. Reinstate budget cuts from CEIT Laboratory fund making the recurring S&E $20,000 and the Salary & Wage of $22,000. (Taken from the proposed CEIT department budget 2014-2015)
5. Funding of CEIT LTL budget of $96,000 annually. (Taken from the proposed CEIT department budget 2014-2015)

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

NA

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

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**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:
   
   The goal proposed is too broad/general and we recommend that the focus needs to be narrowed.

2. Comment on the goal's measures:
   
   It would be difficult to say when this goal is achieved based on the metrics described here.

   Suggestion: We recommend that you set clearer quantitative measures.

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

   This goal depends on the items listed in the “needed resources” section.

4. Comment on the goal’s relevance.

   The goal is relevant and would align with Goals listed in Vision 2020.

5. Comment on the timeline of the goal:

   Suggestion: We recommend that you have intermediate completion dates for each step in this goal.

   Possible opportunities for collaboration or suggestions for addressing a gap:

   Possibility of working with the Advancement Office to secure a corporate sponsor for funding for the equipment and software needs.

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

*Update programs to include emerging technology to meet industry needs.*

**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.
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I.B.5. Transform the concept of the college classroom and the delivery of education.

I.E.1. Identify and develop signature programs that respond to regional needs, build on faculty expertise, and uniquely distinguish IPFW from other institutions.

I.E.3. Build and strengthen relationships with regional partners to increase research and scholarly collaborations in signature programs.

II.A. Project future regional, national, and international demand for research and collaboration.

II.C. Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

**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?

1. Replace one laboratory with new electronic test equipment.
2. Acquire proper facilities and equipment for the Information Technology Program.
3. Seek advice from the CEIT Industrial Advisory Committee (IAC) on industry specific emerging technology.

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

1. The purchase of new electronic test equipment for one laboratory.
2. The acquisition of space and equipment for an Information Technology laboratory.
3. Report from the IAC indicating new emerging technologies in which to invest.

**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?
1. Implement a $15,000 annual stipend to cover equipment replacement, equipment maintenance and to purchase emerging technologies. (Taken from the proposed CEIT department budget 2014-2015)
2. Implement a $6,000 annual stipend to cover software costs not covered by ITS. (Taken from the proposed CEIT department budget 2014-2015)
3. Space for a Information Technology laboratory.
4. One time funding of $50,000 for the purchase of Information Technology equipment. The new program, 3 years ago, never received any funding to purchase any type of equipment.

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

1. Lack of space for teaching laboratories specific to the discipline.

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

1. Replacement electronic laboratory in 2015
2. New Information Technology laboratory in 2016

**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.

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1. Comment on the specificity of the goal:

This goal is specific.

2. Comment on the goal's measures:

The metrics are good; we just ask that you think about listing other measures besides the creation of assessments.

Suggestion: Review the action steps that you have listed for additional metrics. For example, you can add - The Industrial Advisory Committee will meet once in the Fall and once in the Spring of 2016 and communicate by email at least twice a semester.

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

This goal depends on the items listed in the “needed resources” section. We have noted that your department has requested a 25% release time for two faculty to prepare for the ABET report.

4. Comment on the goal’s relevance:

This goal is very relevant to Vision 2020.

5. Comment on the timeline of the goal:

Suggestion: We recommend adding some checkpoints to evaluate progress on the goal.

Possible opportunities for collaboration or suggestions for addressing a gap:

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

Maintain TAC/ABET accreditation of Electrical Engineering Technology (EET) and Computer Engineering programs.

**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.1. Improve quality and fidelity of assessment process of degree/certificate programs, General Education program, and Baccalaureate Framework with dedicated resources.

I.A.2. Use assessment data to improve student learning.

I.E.1. Identify and develop signature programs that respond to regional needs, build on faculty expertise, and uniquely distinguish IPFW from other institutions.

I.E.2. Develop activities and experiences that promote success in student achievement through programs with strong student learning outcomes, high graduation rates, and strong job placement prospects.

III.B. Provide access to outstanding intellectual programming.
**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?

The Department will assess programs using their IPFW approved assessment document. The document was generated based upon ABET suggestions and requirements.

The assessment tasks will include:

- Selected courses will be assessed *annually*
- Capstone projects will be assessed *each semester*
- Educational Objectives will be assessed *annually*
- Student Outcomes will be assessed *annually*
- ECET Assessment and Continuous Program Improvement Plan will be assessed *annually*
- Graduate exit surveys will be conducted *annually*
- Alumni and Employer surveys will be conducted *biennially*
- Industrial Advisory Committee meetings will be conducted *annually* and periodic EMAIL correspondence

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

1. Creation of a separate assessment document for the Information Technology program.
2. Creation of a Annual Assessment Report demonstrating a closed loop process for evaluating and updating the program.

**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?

1. Funding for faculty training to prepare for ABET visit
2. 25% release time for two faculty members (one CPET and one EET) to prepare ABET report.

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

1. Campus led assessment office to provide positive feedback and assist in providing institutional information required for ABET accreditation.
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Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

Programs will go through TAC/ABET reaccreditation in the Fall of 2016.

**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:
   
   This goal is specific.

2. Comment on the goal's measures:
   
   The metrics are good; we just ask that you think about listing other measures besides the creation of assessments. Review the action steps that you have listed for additional metrics.

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):
   
   We have noted that you would need to secure proper IT Faculty members (Full & LTL) to continue to meet the needs of the industry. Tied to goal #2.

4. Comment on the goal’s relevance:
   
   This goal is very relevant to Vision 2020.

5. Comment on the timeline of the goal:

   Timeline is 2020 – We have noted that you have considered the timing for other accreditation visits for this goal. Again, we recommend checkpoints.

   Possible opportunities for collaboration or suggestions for addressing a gap:

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

Achieve initial ABET accreditation for the Information Technology Program.

**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.1. Improve quality and fidelity of assessment process of degree/certificate programs, General Education program, and Baccalaureate Framework with dedicated resources.

I.A.2. Use assessment data to improve student learning.

I.E.1. Identify and develop signature programs that respond to regional needs, build on faculty expertise, and uniquely distinguish IPFW from other institutions.

I.E.2. Develop activities and experiences that promote success in student achievement through programs with strong student learning outcomes, high graduation rates, and strong job placement prospects.

III.B. Provide access to outstanding intellectual programming.

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?

The Department will assess program using their IPFW approved assessment document. The Department will also develop a standalone assessment document specifically for the Information Technology Program.

The assessment tasks will include:

- Selected courses will be assessed annually
- Capstone projects will be assessed each semester
- Educational Objectives will be assessed annually
- Student Outcomes will be assessed annually
- Assessment and Continuous Program Improvement Plan will be assessed annually
- Graduate exit surveys will be conducted annually
- Alumni and Employer surveys will be conducted biennially
- Industrial Advisory Committee meetings will be conducted annually and periodic EMAIL correspondence

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

1. Creation of a separate assessment document for the Information Technology program.
2. Creation of a Annual Assessment Report demonstrating a closed loop process for evaluating and updating the program.

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?

NA

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

Securing the proper Information Technology faculty members, full and LTL, to continue to develop the program to meet industry needs.

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

Information Technology will seek ABET accreditation in 2020 to fall inline with other accreditation visits (cost savings).

**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:

   The proposed goal is too broad. The focus needs to be narrowed down. For example, it could say, “develop and strengthen opportunities for student success as measured by retention and graduation rates.”

2. Comment on the goal’s measures:

   It appears that the metrics listed do not directly measure the accomplishments of the action steps.

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

   Yes, but you indicated that you still need some additional funding.

4. Comment on the goal’s relevance:

   This goal is very relevant to Vision 2020.

5. Comment on the timeline of the goal:

   Suggestion: We recommend adding some checkpoints to evaluate progress on the goal.

   Possible opportunities for collaboration or suggestions for addressing a gap:

**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.

I.B.4. Expand use of high-impact instructional and advising interventions.

I.B.5. Transform the concept of the college classroom and the delivery of education.

I.E.2. Develop activities and experiences that promote success in student achievement through programs with strong student learning outcomes, high graduation rates, and strong job placement prospects.

II.B. Promote mentoring relationships between faculty and students engaged in creation, integration, and application of knowledge.

II.C. Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

**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?

1. Requirement of all freshman to meet with academic advisor to establish a plan of study.
2. Implementation of department specific social & informational events for CEIT students.
3. Offer program specific tutoring for difficult courses within the major.
4. Seek out students identified as high risk or appearing on IPFW academic warning systems.

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

1. Increase graduate enrollment by 20% (inline with college metrics)
2. Increase retention rate by 10% (inline with college metrics)

**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?
1. Continued special funding for "The Spot" tutoring service within the ET building.
2. Increased S&E Fund to host social and informational events.

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

NA

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

Metrics reached by 2016.

**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.

**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?
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**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?

**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.

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

**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.

**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?
#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.

**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?

**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?