

## Department and College Post Self-Study Action Plan

*Instructions - Department needs to prepare an action plan over the next 5 years. This step provides the department the opportunity to reflect on the findings of the self-review and external peer review. Through the development of the action plan the department can address areas of weakness, plan for improvements and new opportunities. Categorize all actions into one of the following areas: Program/Curriculum, Student Learning & Assessment, Student Success, Faculty, Staff, Facilities/Space, Equipment, Computing Resources, Operating Budget and Other. The Dean of the College is expected to review the self-study, external review and action plan and provide their recommendation. The department signs the document prior to submitting to the Dean's office.*

**Name of Department:** Animal and Veterinary Sciences

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**Name of College:** Huntley College of Agriculture

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### Short Term Priorities – Minimum of 5 key items identified that will take 1 to 2 years to implement

Category	Proposed Action	Responsible Party	Resources	Timeframe – Start and End
<i>Student:Faculty Ratio</i>	<p><b>Issue:</b> Overwhelming major:faculty ratio (MFR). Current MFR is 200:1</p> <p><b>Goal:</b> Reduce MFR to 95:1</p> <p><b>Action Plan:</b> Hire 5 new faculty in the next 2 years</p>	Associate Provost for Faculty Affairs	Financial resources	2023-2025
<i>Students</i>	<p><b>Issue:</b> Too many students in an impacted program with limited resources (lack of specialized lab space, equipment, tenure line faculty, etc.).</p> <p><b>Goal:</b> Reduce total student numbers to 750 in the next 2 years (this will help us achieve the MFR pending action on the plan above).</p>	Admissions Office	Human Resources?	2023-2025

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	<p><b>Action Plan:</b> Communicate with Admissions Office to accept no more than 125 students into the Animal Science program each year for the next 2 years</p>			
<i>Staff</i>	<p><b>Issue:</b> The AVS (Animal and Veterinary Sciences) department is understaffed. Previously the department did not have an Administrative support coordinator (ASC) for more than 6 months. Based on current student enrollment and animal units, the department needs at least 2 ASCs (currently we have one). Previous ASCs have left due to heavy workloads and low salaries.</p> <p><b>Goal:</b> Hire an additional ASC ASAP.</p> <p><b>Action Plan:</b> Initiate process and follow up with the Dean's Office.</p>	<p>Department Chair; Dean; Human Resources; Provost</p>	<p>Financial Resources</p>	<p>Immediately</p>
<i>Program/Curriculum</i>	<p><b>Issue:</b> Outdated vision and mission of the AVS Department. Bottleneck courses that are delaying timely graduation.</p> <p><b>Goal:</b> Timely graduation and admission to vet school and other professional programs; produce graduates with skills sets needed by industry.</p> <p><b>Action Plan:</b> Have regular strategic planning meetings to revisit the department's future vision and mission. Revise the vision and mission statements to align with current and future program goals. Reevaluate the AVS curriculum to meet the needs of industry. Communicate with the deans of colleges offering bottleneck courses, e.g., College of Science (Chemistry Department) to improve student success.</p>	<p>Dean; College of Science Dean; AVS Curriculum Committee</p>	<p>Human Resources; Time</p>	<p>2023-2025</p>

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<i>Student Learning &amp; Assessment</i>	<p><b>Issue:</b> Lack of adequate assessment artifacts</p> <p><b>Goal:</b> Collect and analyze assessment artifacts at two time points of curriculum (lower/upper division courses) that align with program assessment outcomes.</p> <p><b>Action Plan:</b> Consistently collect and analyze data; provide feedback to instructors. Reimplement senior exit survey.</p>	AVS Department Assessment Committee	Time; On-line Survey	
Facilities	<p><b>Issue:</b> Animal facilities are dilapidated and require immediate maintenance.</p> <p><b>Goal:</b> Acquire funding for fixing fences at the animal units – especially the swine unit.</p> <p><b>Action Plan:</b> Communicate with administration to secure funding. Work with University Advancement Office to secure donors.</p>	University Advancement Dean	Financial resources Time	Immediately

**Long Term Priorities – Minimum of 5 key items identified that will take 3 to 5 years to implement.**

Category	Proposed Action	Responsible Party	Resources	Timeframe – Start and End
<i>Student:Faculty Ratio</i>	<p><b>Issue:</b> Overwhelming major:faculty ratio (MFR). Current MFR is 200:1</p> <p><b>Goal:</b> Reduce MFR to 30:1 (ideal goal); however, practically we will only reach 48:1</p> <p><b>Action Plan:</b> Continue to hire 2 new faculty each year for the next 5 years for a total of 10 new faculty.</p>	Provost	Financial Resources	2025-2028
<i>Students</i>	<p><b>Issue:</b> Overwhelming number of students in an impacted program.</p>	Admissions	Human Resources	2025-2028

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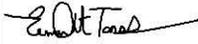
	<p><b>Goal:</b> Honor program impaction. Balance intake of new students and graduating students. Reduce total student numbers to 650 in the next 5 years.</p> <p><b>Action Plan:</b> Communicate with Admissions Office to accept no more than 150 students each year, starting in the 2025-2026 academic year</p>			
<i>Staff</i>	<p><b>Issue:</b> The AVS department is understaffed. At the time of writing, we did not have an ASC for 6 months. Based on current student enrollment and animal units, the department needs at least 2 ASCs.</p> <p><b>Goal:</b> Hire 2 ASCs.</p> <p><b>Action Plan:</b> Initiate process and follow up with the Dean's Office.</p>	Dean Human Resources Provost		2025-2028
<i>Program/Curriculum</i>	<p><b>Issue:</b> Most students are not entering graduate school</p> <p><b>Goal:</b> Increase the number of students that enter graduate school.</p> <p><b>Action Plan:</b> Consider revision of curriculum in areas of our strength. Add new courses/areas that meet industry needs.</p>	AVS Department Curriculum Committee	Time	2025-2028
<i>Student Learning &amp; Assessment</i>	<p><b>Issue:</b> Lack of adequate assessment artifacts</p> <p><b>Goal:</b> Collect and analyze assessment artifacts at two time points of curriculum (lower/upper division courses) that align with program assessment outcomes.</p> <p><b>Action Plan:</b> Consistently collect and analyze data; provide feedback to instructor. Initiate process and</p>	AVS Department Assessment Committee		

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	follow up with the Dean's Office. Reimplement senior exit survey.			
Facilities	<p><b>Issue:</b> Animal facilities are dilapidated and require immediate maintenance.</p> <p><b>Goal:</b> Acquire funding for fixing fences at the animal units – especially the swine unit.</p> <p><b>Action Plan:</b> Communicate with administration to secure funding. Work with University Advancement office to secure donors.</p>	University Advancement, Dean	Financial resources Time	3-5 years

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**Signature Page**

Department Faculty Name	Signature
Eeman At-Taras	
David Driscoll	<i>David Driscoll</i>
Ondieki Gekara	<i>Ondieki Gekara</i>
Hyungchul Han	<i>Hyungchul Han</i>
Shelton Murinda	<i>Shelton Murinda</i>
Joann Sohn	<i>Joanne Sohn</i>
<p><i>Instructions: Have all tenure and tenure track faculty review the proposed action plan and sign document. Department Chair will sign with the Dean prior to sending the document to the Office Assessment and Program Review (<a href="mailto:apr@cpp.edu">apr@cpp.edu</a>).</i></p>	

*Shelton Murinda*

02/23/2024

Department Chair



[Martin Sancho \(Feb 26, 2024 09:50 PST\)](#)

02/26/2024

Dean

*Jocelyn S. Chong*

[Jocelyn S. Chong \(Feb 26, 2024 09:53 PST\)](#)

02/26/2024

Office of Assessment and Program Review