1. Assessment Plan - Four Column

PIE - Humanities & Social Sciences: Psychology Unit

Narrative Reporting Year

2017-18

Contact Person: Stacy Bacigalupi
Email/Extension: sbacigalupi@mtsac.edu/ 6307
Program Planning Dialog: We have added 3 new Psych classes as well as online versions of other classes. An update to the AA-T was also completed to include these new classes.
External Conditions, Trends, or Impacts: Changes in assessment for placement into Engl and Math classes impacting demand for Psyc 1A as well as extreme downsizing of LERN department; softening of enrollment in face-to-face classes (especially afternoon and evening classes) and an increase in interest in online classes due to increased workforce participation; adjunct with specialty training leaving for full-time hiring elsewhere; increase cost of SPSS software; Focus on outcomes for Accreditation; Participation in OEI
Internal Conditions, Trends, or Impacts : Electrical floor connections in building 26 are deteriorating and need replacing; SPSS licenses must be up-to-date and maintained in order to meet requirements of Psyc 10 and Psyc 3; Low enrollment in 1-day a week, evening and afternoon sections; inconsistent functioning of handicap door button in 26A, bathrooms (staff and student), and elevators in all of bldg. 26; need for training on large format printer to print posters; Need for ink and paper ongoing for large format printer; transfers from other areas on campus impacted by downsizing of LERN; increased demand for research participants and need for ongoing funding for recruitment management software; students taking Psyc 3 in Spring rather than Fall
Critical Decisions Made by Unit: Accepted two transfers (full-time faculty) who need office space in 19-20 AY; Hiring adjunct faculty to help staff classes left by adjunct receiving full-time positions elsewhere and full-time faculty on sabbatical; requested 2 full-time positions (one in bio and one in development); Continuing to offer night sections of core courses (e.g., Psyc 10 and 3); Uneven staffing situation in Spring and Fall for Psyc 3, which increases the need for adjunct to teach Psyc 3 in Spring; purchased Sona software to recruit and manage research participation sign ups
Notable Achievements for Theme A: To Advance Academic Excellence and Student Achievement: Mentoring students in leadership roles through Psychology Club; Mentoring student research and presenting at APA (American Psychological Association) and WPA (Western Psychological Association) convention; Students presented at Research Showcase; Awarded $8000 from Title V grant to take students to Portland for WPA convention
Notable Achievements for Theme B: To Support Student Access and Success: Psychology Club offering workshops and speakers throughout the year; increased DL offerings (both # and courses); increased honors offerings; Students participating in research and presenting research; hired adjunct faculty to teach the added course offerings to meet needs of 221 AA-T in Psychology degree-earning students; have maintained high success and retention rates in Psychology classes overall
Notable Achievements for Theme C: Secure Human, Technological, & Financial Resources: We acquired large format printer to be used for printing posters for conferences for students
Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration: Department representation on the campus-wide IRB committee, as well as on the facilities work group for the Bldg. 26 remodel
Contributors to the Report: Charis Louie, Stacy Bacigalupi

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans

Knowledge and Connection - Increase students' knowledge of and connection to the discipline of psychology.
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19
Date Goal Entered (Optional): 09/01/2016

Partial Funding Requested - Funding would help pay for food, honoraria for speakers and panelists , prize money for student research award winners, etc.
Describe Plans & Activities Supported: Hold annual Psychology Day event or similar speakers and student success workshops
Lead: Stacy Bacigalupi
On-Going Funding Requested (if applicable): 3000
Type of Request: Non-Instructional Supplies
Planning Unit Priority: Medium
What would success look like and how would you measure it?: Without funding, it will be difficult to continue to host a career panel for this event, as career professionals have a difficult time volunteering their time for an hour or more to speak to students. Without funding, we also limit the speakers we can invite because we are limited to people we know personally who are willing to do favors and we have almost exhausted these. With funding, we can invite professionals in the field from all over to come and talk about their research. Without funding, this event costs the students money. Some students may not be able to afford the cost, and may be passing up the opportunity to attend this event. Students who attend this event report that they learn a lot about careers, transfer, and research, as well as learning about volunteer opportunities in their field.

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Documentation Attached?: No	

Communication - Increase communication/connection between external and internal constituencies (e.g., CSU/UCs, inter- and intra-department)
Status: Active
Goal Year(s): 2017-18, 2018-19
Date Goal Entered (Optional): 09/01/2016

No Funding Requested - Continued updates of listservs for students declaring Psychology major statues and students enrolled in a Psychology course.
Describe Plans & Activities Supported: To efficiently provide students with information about psychology clubs, programs and opportunities. Use psychology course and psychology major listservs to communicate with all psychology majors and students enrolled in psychology courses.
Lead: Shiloh Blacksher
Type of Request: IT Support
Planning Unit Priority: Low
What would success look like and how would you measure it?:
Information will be able to be sent to all psychology majors using a single listserv email address.
Information will be able to be sent to all students in psychology courses using a single listserv email address.

Students will receive important information, and hopefully will be more informed about department and club activities. We would like to see an increase in attendance at department and club functions and activities.
Documentation Attached?: No

Reporting Year: 2017-18
% Completed: 100
We have set up listservs for Psychology majors and students enrolled in psychology courses. We have been able to use these to recruit club officers and members. (04/30/2018)

Technological Currency - Facilities - Maintain up-to-date facilities, technology, materials, and equipment

In Progress - A psychology building that includes 2 lab classrooms, 7 standard classrooms, a student

Reporting Year: 2017-18
% Completed: 0
No progress. We would still like a dedicated space for

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
related to the discipline. **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):** 09/01/2016	lounge, SPSS lab space, adjunct faculty work and storage spaces, and full time faculty offices for 10+ faculty **Describe Plans & Activities Supported:** This building and its components would provide adequate space for psychology courses, offices for full time faculty, work space for adjunct faculty, a lab for student research and data analysis, space for student-student and student-faculty collaboration and storage for department supplies (e.g., videos, posters, adjunct faculty storage, etc.). **Lead:** Division Dean(s) **Type of Request:** Facilities , Instructional Equipment, Instructional Supplies, Non-Instructional Equipment, Non-Instructional Supplies, IT Support **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** The department will be able to meet student demand during high demand times as evidenced by low numbers of waitlisted students. Adjunct faculty will not have to wait for access to a computer workstation or space to work or meet with students privately. Adjunct faculty will have sufficient space to store materials. Increased collaboration and networking, which leads to higher transfer rates and degree completion.	psychology faculty and students. (04/30/2018)

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	In Progress - Funding to purchase 5 SPSS licenses **Describe Plans & Activities Supported:** Install SPSS licenses to support ACCESS students taking Psyc 10 and 3. SPSS will be installed on at least 3 computers in the Psychology Department and on at least 2 computers in ACCESS $91.20 per license per year- total $456 Contact: JEFFREY DIMARCO Phone: (919) 884-3417 **Lead:** Division Dean and Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 456 **Type of Request:** Instructional Supplies, Non-Instructional Supplies **Planning Unit Priority:** High **What would success look like and how would you measure it?:** Equal opportunity to all students for stats/research methods exams or extra time with the program. - Success and retention would be equal for all students. Faculty would be able to prepare lectures demonstrating the use of SPSS Students would be able to analyze data from research projects and increase proficiency wth SPSS **Documentation Attached?:** No	**Reporting Year:** 2017-18 **% Completed:** 50 Although we have SPSS set up on 4 computers available to students, we are still in need of the 2 SPSS licences committed to ACCESS (formerly DSPS). This is important for ACCESS students to be able to take their applied exams in Psyc 10 (stats) or Psyc 3 (research) and to work on homework or practice. (04/30/2018)
	In Progress - Office space for full time and adjunct faculty	**Reporting Year:** 2017-18 **% Completed:** 0

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Describe Plans & Activities Supported: To provide space for faculty to work, store materials, and meet with students. With the growth of Psychology, and receiving additional full time faculty, we need more office space. This will ultimately allow the department to offer more classes and meet student demand. **Lead:** Division Dean(s) **Type of Request:** Facilities **Planning Unit Priority:** High **What would success look like and how would you measure it?:** Faculty (full time and adjunct) will have workstations, private meeting space and storage space as often as needed without the need to wait. This would lead to increased interaction between students and faculty, which will in turn increase student success and retention.	No progress has been made in this area. We currently have one staff room furnished with three computers that is shared by approximately 30 adjunct faculty and our department work study students. Additional office space is needed for adjunct faculty to work as well as to meet privately with students. (04/30/2018)
	In Progress - Additional psychology classrooms **Describe Plans & Activities Supported:** The department will increase course offerings during high demand times for students. **Lead:** Division Dean(s) **Type of Request:** Facilities **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Students will have access to courses during times they are needed.	**Reporting Year:** 2017-18 **% Completed:** 75 Using enrollment data we have adjusted course offerings to meet student needs, including offering fewer 1x/week sections, and increasing online offerings. Specifically, our department now offers Distance learning versions of PSYC 1A, 5, 26, 14, 1B, and 19. Several faculty have completed SPOT training in order to teach these online courses. As a results, students have increased access to the courses they need to complete degrees and/or prepare for transfer. (04/30/2018)
	In Progress - Security cameras in bldg. 26 - at least 6 (~$200 each) **Describe Plans & Activities**	**Reporting Year:** 2017-18 **% Completed:** 0 No progress; this is still a need in the department.

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Supported: Increased safety and security of students, professors, and equipment. **Lead:** Division Dean(s) **One-Time Funding Requested (if applicable):** 1200 **Type of Request:** Facilities , IT Support **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Decreased theft and increased feelings of safety **Documentation Attached?:** Yes **Related Documents:** Screenshot 2018-06-06 22.49.19.png	(04/30/2018)
	In Progress - Psychology student Lab workspace- a space with at least 3 computers that have SPSS **Describe Plans & Activities Supported:** Students will have access to a LAB to house the computers that have SPSS. (SPSS licenses request submitted separately) This is of particular urgency due to the 26A 2nd floor Pilot Classroom Remodel that will renovate and likely displace the current space (26A-2680). The cost of this space is not known. **Lead:** Stacy Bacigalupi and Division Dean(s) **Type of Request:** Facilities , Non-Instructional Equipment, Non-Instructional Supplies **Planning Unit Priority:** High **What would success look like and how would you measure it?:** Greater	**Reporting Year:** 2017-18 **% Completed:** 0 This is of increased urgency due to the upcoming 26A 2nd floor Pilot Classroom Remodel that will renovate and likely displace the current space (26A-2680). (05/29/2018)

student success for students in Psyc 10 (stats) and Psyc 3 (research methods) and Psyc 99. Students will increase proficiency with SPSS and be able to complete their class projects and improve homework and test scores.

Completed - Large poster printer
Describe Plans & Activities Supported: This printer will be used to print posters for students' conference presentations.
Lead: Stacy Bacigalupi
Type of Request: IT Support
Planning Unit Priority: Medium
What would success look like and how would you measure it?: We would be able to print student research posters successfully. We generally need to print about 5-10 posters per year for students to present at professional conferences.

As of now, we are unable to print successfully.
Documentation Attached?: No

Reporting Year: 2017-18
% Completed: 50
The printer and supplies have been received but the printer is not printing and we were not able to print posters for our most recent WPA psychology conference. We need additional IT support to get the printer up and running. (05/29/2018)

Division office open late (~7:30 pm) for evening students
Describe Plans & Activities Supported: Division office with support staff available to help students and faculty who take/teach classes in the evening
Lead: Charis Louie and Division Dean(s)
Type of Request: Staffing
Planning Unit Priority: High
What would success look like and how would you measure it?: Evening students and faculty will have

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	resources available to them to help ensure retention and success.	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
currency - Maintain faculty currency in the field. **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):** 09/01/2016	**Report directly on Goal**	**Reporting Year:** 2017-18 **% Completed:** 25 Several faculty have attended and/or presented their work at professional conferences. (04/30/2018)
	Full Funding Requested - Funding for Psychology conference travel **Describe Plans & Activities Supported:** Annual funding to support travel and attendance at annual professional psychology conference such as WPA (Western Psychological Association) or Society for the Teaching of Psychology (STP). This would enable multiple members of our department to attend the same conference. Several faculty attend WPA each year as mentors of student research and institutionalized funding will streamline the process. **Lead:** Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 7000 **Type of Request:** Professional Development, Research Support **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Multiple psychology faculty could attend these conferences with minimal paperwork; this year we faced logistical challenges when faculty applied for travel individually but were subsequently told to apply as a group. This led to higher airfares and uncertainty regarding the funding availability.	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Documentation Attached?: No **Full Funding Requested -** Funding to compensate adjunct faculty for attending department-sponsored workshops and brown bag discussions on various teaching topics. - 2 hours per faculty per year x 30 adjunct faculty x $78.66/hour **Describe Plans & Activities Supported:** The department has hosted a number of workshops and brown bag discussions on teaching topics over the years, but the last few years, these workshops were not well-attended, or were cancelled due to lack of interest. Compensating faculty for their time will increase their attendance at such meetings, which will ensure excellent teaching and support for students. **Lead:** Stacy Bacigalupi and Shiloh Blacksher **On-Going Funding Requested (if applicable):** 4719.6 **Type of Request:** Professional Development **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Increased attendance at department sponsored teaching workshops and brown bag discussions. Ultimately, this should better the teaching and support for students, which will lead to increased success and retention in psychology courses.	
scheduling - Continue to research and implement appropriate course	**Report directly on Goal**	**Reporting Year:** 2017-18 **% Completed:** 75

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
offerings, classes, and scheduling structures **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):** 09/01/2016	**Report directly on Goal**	This information is referenced in the "Technology" field above. Progress is being made. In addition to what was reported above, we have worked with honors center to create additional course offerings to meet students' needs and desires. We have created Psyc 14H and 3H. And plan to offer them in the 18-19 academic year. We also have worked with honors to ensure course offerings at times that work well for students. (05/07/2018)
	Support and direction from C & I and EDC **Describe Plans & Activities Supported:** We would like to investigate the creation of Psyc 98 **Lead:** Shiloh Blacksher **Type of Request:** Non-Instructional Supplies, Research Support **Planning Unit Priority:** Low **What would success look like and how would you measure it?:** The department currently offers Psyc 99, which is an independent study course. Students would benefit from a Psyc 98, which would serve as a lit review or proposal stage of a project. Psyc 99 would serve as a project fulfillment. Students who enroll in this course would be better prepared for transfer.	
	Argos reports to review student demand in online, late start, and afternoon and evening courses, among others **Describe Plans & Activities Supported:** By reviewing Argos reports, and gauging student demand in a variety of course types and times, we can adjust scheduling as needed to match the needs of the students. **Lead:** Stacy Bacigalupi	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Type of Request: Research Support, IT Support **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** A schedule that meets the needs of the students, so that students are able to get the classes they need when they need them so that they are able to graduate and transfer in an appropriate time frame.	
transfer and degree - Increase student transfer rates and degrees awarded **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):** 09/01/2016	**In Progress -** To host annual Psychology Day event or similar speakers and student success workshops **Describe Plans & Activities Supported:** Annual Funding to host the event, provide honoraria to speakers, panelists, etc., and award student research winners. **Lead:** Division Dean and Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 3000 **Type of Request:** Lottery **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** We will have sufficient funding to host Psychology Day and or similar speakers and workshops for psychology students. This will lead to an increase in competitiveness among students with their peers from other institutions upon transfer. (see same request in Knowledge and Connection)	**Reporting Year:** 2017-18 **% Completed:** 50 We have been able to offer speakers and workshops for students, but we need additional funding to have access to a wider range of speakers and to provide food for students. This year we will not be holding our annual psychology day event; however, the psychology club has been able to host a number of speakers and workshops for students. (05/07/2018)
	In Progress - LAC Tutors for Psyc 10	**Reporting Year:** 2017-18

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	and 3, Teaching assistants and Supplemental instructor **Describe Plans & Activities Supported:** Provide tutoring and support to students in the Psyc Stats and Research Methods courses. 2 to 5 hours per week- $12.75/hour for student tutor rate **Lead:** Division Dean(s) **On-Going Funding Requested (if applicable):** 2000 **Type of Request:** Staffing **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Students will achieve greater success in their Stats and research methods courses. This support is particularly important for students whose professors are adjunct. **Documentation Attached?:** No	**% Completed:** 0 no progress; we would still like funding to hire TAs and SIs as needed in Psyc 10 and 3. This is especially important for sections taught by adjunct faculty. As the number of sections offered increases, the number of sections taught by adjunct also increases, and thus the need for this type of support for the students increases. (05/07/2018)
	In Progress - Compensation for professors to teach Psyc 99 and mentoring student research outside of the classroom **Describe Plans & Activities Supported:** More students would be able to take Psyc 99, as professors would be more likely to teach the course if they were compensated for their time. Even 1 LHE of pay would be better than nothing. **Lead:** Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 6000 **Type of Request:** Staffing, Lottery **Planning Unit Priority:** High **What would success look like and how would you measure it?:**	**Reporting Year:** 2017-18 **% Completed:** 0 No progress; this is still needed. We need compensation for faculty to mentor student research. (05/07/2018)

Students would benefit from taking this course, as it makes them more competitive upon transfer. They gain additional research experience that they would not otherwise be exposed to.

In Progress - Additional full time faculty to teach developmental psychology
Describe Plans & Activities Supported: Although we recently received two full time faculty who are transferring from other departments on campus, we are still in need of a professor whose area of expertise is developmental psychology.
Lead: RFP Process/ Chair(s)
One-Time Funding Requested (if applicable): 120000
Type of Request: Staffing
Planning Unit Priority: High
What would success look like and how would you measure it?: Increased success in developmental psychology classes. Many students, specifically Psychology majors and nursing majors, take this course. They would benefit from a full time professor who could support their success.

Reporting Year: 2017-18
% Completed: 75
We were granted a transfer for the 19-20 academic year who comes to us with experience and expertise in biological psychology, who could also teach stats. However, our need for a full time faculty member who has expertise in developmental psychology to teach developmental psychology is still needed. (05/07/2018)

A repeatable independent study course, such as 98
Describe Plans & Activities Supported: Students will be able to develop independent research in a two-semester independent study course
Lead: Stacy Bacigalupi
Planning Unit Priority: Medium

What would success look like and how would you measure it?: Students would have two independent study course options to more fully develop independent study

Documentation Attached?: No
Library instruction for psychology courses, in classroom and/or through a customized, guided online tutorial
Describe Plans & Activities Supported: Student proficiency and information literacy with primary research in the discipline of psychology.
Students will gain proficiency recognizing and accessing peer-reviewed, scholarly, empirical research articles

estimated 10 staff hours per semester; cost unknown.
Lead: Charis Louie
Type of Request: Staffing
Planning Unit Priority: Medium
What would success look like and how would you measure it?: Students would increase proficiency in recognizing and locating scholarly and peer-reviewed psychological literature. This would increase success in psychology courses and prepare them for transfer.

Full Funding Requested - Funding for students to attend conferences to present research
Describe Plans & Activities Supported: Students would be able to attend conferences regularly

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans

without having to wonder if AS will provide funding.
Lead: Shiloh Blacksher
On-Going Funding Requested (if applicable): 10000
Type of Request: Lottery
Planning Unit Priority: Medium
What would success look like and how would you measure it?:
Students will be guaranteed funding to attend a conference to present their research. This increases their competitiveness upon transfer, increases their confidence, and allows for networking, and learning more about the field as well.

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critical thinking - Continue to promote critical thinking throughout all courses.
Status: Active
Goal Year(s): 2017-18, 2018-19
Date Goal Entered (Optional): 09/01/2016

Report directly on Goal

Reporting Year: 2017-18
% Completed: 50
Limited progress on this; we will continue to promote critical thinking in courses by adding course-level SLOs to classes. (05/08/2018)

Library instruction for psychology courses, in classroom and/or through a customized, guided online tutorial
Describe Plans & Activities Supported: Student proficiency and information literacy with primary research in the discipline of psychology.
Students will gain proficiency recognizing and accessing peer-reviewed, scholarly, empirical research articles

estimated 10 staff hours per semester; cost unknown.
Lead: Charis Louie
Type of Request: Staffing

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Planning Unit Priority: Medium **What would success look like and how would you measure it?:** Students would increase proficiency in recognizing and locating scholarly and peer-reviewed psychological literature. This would increase success in psychology courses and prepare them for transfer.	
outcomes/best teaching - Ensure best teaching practices through the outcomes process. **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):** 09/01/2016	**In Progress -** To mentor new and adjunct faculty, orient them to the department, evaluate them, etc. **Describe Plans & Activities Supported:** Reassignment time for a faculty mentor, 1 course equivalent **Lead:** Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 12000 **Type of Request:** Non-Instructional Supplies, Professional Development **Planning Unit Priority:** Low **What would success look like and how would you measure it?:** There will be no significant difference in classroom and student evaluations between courses taught by new, adjunct, and full time faculty.	**Reporting Year:** 2017-18 **% Completed:** 75 Doing well; we will continue to do this moving forward. (05/08/2018)
	In Progress - Decrease class size of Psyc 3 classes to 30 **Describe Plans & Activities Supported:** Decreasing class size of Psyc 3 classes to 30 will increase access and success **Lead:** Stacy Bacigalupi **Type of Request:** Instructional Equipment **Planning Unit Priority:** Low **What would success look like and how would you measure it?:**	**Reporting Year:** 2017-18 **% Completed:** 0 No progress; this is still a desire to help meet the needs of the students. (05/08/2018)

Increased retention and success rates for Psyc 3 students

Full Funding Requested - Funding for Psychology conference travel

Describe Plans & Activities Supported: Annual funding to support travel and attendance at annual professional psychology conference such as WPA (Western Psychological Association) or Society for the Teaching of Psychology (STP). This would enable multiple members of our department to attend the same conference. Several faculty attend WPA each year as mentors of student research and institutionalized funding will streamline the process.

Lead: Stacy Bacigalupi

On-Going Funding Requested (if applicable): 7000

Type of Request: Professional Development, Research Support

Planning Unit Priority: Medium

What would success look like and how would you measure it?: Multiple psychology faculty could attend these conferences with minimal paperwork; this year we faced logistical challenges when faculty applied for travel individually but were subsequently told to apply as a group. This led to higher airfares and uncertainty regarding the funding availability.

Documentation Attached?: No

Full Funding Requested - Funding to compensate adjunct faculty for attending department-sponsored workshops and brown bag

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	discussions on various teaching topics. - 2 hours per faculty per year x 30 adjunct faculty x $78.66/hour **Describe Plans & Activities Supported:** The department has hosted a number of workshops and brown bag discussions on teaching topics over the years, but the last few years, these workshops were not well-attended, or were cancelled due to lack of interest. Compensating faculty for their time will increase their attendance at such meetings, which will ensure excellent teaching and support for students. **Lead:** Stacy Bacigalupi and Shiloh Blacksher **On-Going Funding Requested (if applicable):** 4719.6 **Type of Request:** Professional Development **Planning Unit Priority:** Medium **What would success look like and how would you measure it?:** Increased attendance at department sponsored teaching workshops and brown bag discussions. Ultimately, this should better the teaching and support for students, which will lead to increased success and retention in psychology courses.	
Staffing - Recruit and maintain qualified, diverse, expert adjunct and full time faculty to ensure the best instruction for our students. **Status:** Active **Goal Year(s):** 2017-18, 2018-19 **Date Goal Entered (Optional):**	**Report directly on Goal**	**Reporting Year:** 2017-18 **% Completed:** 50 We want to continue on this by having a diverse pool. (05/08/2018)
	Human Resources needs to post job openings (adjunct and full time faculty) on diverse websites and	

09/01/2016

within professional organizations in the field.

Describe Plans & Activities Supported: We will pull from a diverse pool of applicants when we hire adjunct or full time faculty. This will ensure that the best faculty are among the applicants.

Lead: Charis Louie

Type of Request: Staffing, Marketing, Research Support

Planning Unit Priority: High

What would success look like and how would you measure it?: We would have a diverse applicant pool from which to interview and hire.

In Progress - Additional full time faculty to teach developmental psychology

Describe Plans & Activities Supported: Although we recently received two full time faculty who are transferring from other departments on campus, we are still in need of a professor whose area of expertise is developmental psychology.

Lead: RFP Process/ Chair(s)

One-Time Funding Requested (if applicable): 120000

Type of Request: Staffing

Planning Unit Priority: High

What would success look like and how would you measure it?: Increased success in developmental psychology classes. Many students, specifically Psychology majors and nursing majors, take this course. They would benefit from a full time professor who could support their

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	success.	
Hiring - Advertise psychology positions in all diverse places **Status:** Archive **Goal Year(s):** 2017-18 **Date Goal Entered (Optional):** 09/01/2016 **Date Goal Archived/Inactivated (Optional):** 05/14/2018	**Report directly on Goal**	**Reporting Year:** 2017-18 **% Completed:** 50 We will continue to work with HR on this. We are not sure that HR is actually following through the advertising we asked them to do. (05/08/2018)
Technology - software/supplies - Maintain up-to-date software and supplies for Psyc 10 and Psyc 3 classes **Status:** Active **Goal Year(s):** 2018-19 **Date Goal Entered (Optional):** 05/31/2018	**Full Funding Requested -** Sona system software **Describe Plans & Activities Supported:** Sona system software is used to recruit and maintain participant lists for research methods classes. **Lead:** Shiloh Blacksher and Stacy Bacigalupi **On-Going Funding Requested (if applicable):** 1600 **Type of Request:** Instructional Supplies, Lottery **Planning Unit Priority:** High **What would success look like and how would you measure it?:** Using Sona systems to recruit participants and maintain participant lists will free up time for research methods professors to work more directly with students. It is also possible for students to learn this system which will give them another skill. Upon transfer, they will be more competitive because they know this software. **Full Funding Requested -** SPSS licenses for 80 student computer and 2 instructor computers in lab	

spaces, 5 full time faculty computers, 2 computers in ACCESS, 4 computers in the SPSS satellite lab, and 3 for adjunct faculty computers.

$91.20 per license per year Contact: JEFFREY DIMARCO Phone: (919) 884-3417
Describe Plans & Activities Supported: Students will be able to complete the assigned work in Psyc 3 and Psyc 10 classes. Faculty will be able to teach the material.
Lead: Mike Dowdle and Eric Carpenter
On-Going Funding Requested (if applicable): 9000
Type of Request: Instructional Supplies, IT Support
Planning Unit Priority: High
What would success look like and how would you measure it?: Students will be able to complete assignments in Psyc 10 and 3. Professors will be able to instruct students in these classes. The COR requires the use of SPSS in these courses.
In Progress - Funding to purchase 5 SPSS licenses
Describe Plans & Activities Supported: Install SPSS licenses to support ACCESS students taking Psyc 10 and 3.
SPSS will be installed on at least 3 computers in the Psychology Department and on at least 2 computers in ACCESS

$91.20 per license per year- total

$456

Contact: JEFFREY DIMARCO Phone: (919) 884-3417

Lead: Division Dean and Stacy Bacigalupi

On-Going Funding Requested (if applicable): 456

Type of Request: Instructional Supplies, Non-Instructional Supplies

Planning Unit Priority: High

What would success look like and how would you measure it?: Equal opportunity to all students for stats/research methods exams or extra time with the program. - Success and retention would be equal for all students.

Faculty would be able to prepare lectures demonstrating the use of SPSS

Students would be able to analyze data from research projects and increase proficiency wth SPSS

Documentation Attached?: No

Full Funding Requested - Paper rolls and ink cartridges for large format printer and toner for lab classroom printers.

Describe Plans & Activities Supported: Students will be able to print posters for conference presentations using the large format printer. Students will be able to print lab assignments for Psyc 10 and 3.

Cost:
Paper rolls for large format printer for a total of $169.28 (including tax

and shipping) each - should need ~1 per year

6 ink cartridges (80.55 + tax each) for large format printer - should need 6 per year = $483.30

 HP 81A toner ($171.31 + tax) each - should need 4 per year - $685.24
Lead: Stacy Bacigalupi
On-Going Funding Requested (if applicable): 1350
Type of Request: Instructional Supplies, Lottery, Non-Instructional Supplies, IT Support
Planning Unit Priority: High
What would success look like and how would you measure it?: These supplies will allow students to complete projects and classroom assignments.