

North Carolina Agricultural and Technical State University
University Studies
Tasks and Timeline

	Task		2004					2005								
			Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
			1	Develop RFP for Spring 2005 pilot courses	C	X										
2	Provide feedback on course plans to Fall 2004 Pilot Course instructors	F	X													
3	Conduct Faculty Development workshop for instructors of Fall 2004 pilot courses (ATL)	F	X													
4	Appoint members to faculty roundtable	A	X													
5	Obtain Faculty Senate approval of Preamble and Learning Objectives	C	X													
6	Meet Provost to determine process for hiring/appointing UNST Dean	A	X													
7	Finalize governance and structure of program	A	X	X												
8	Offer pilot courses in Fall 2004 (15)	C	X	X	X	X	X									
9	Discuss general education curriculum and assessment processes in departments	C	X	X	X	X	X									
10	Develop a plan for creating new courses and getting faculty Senate approval	C	X	X	X	X	X									
11	Select pilot courses for Spring 2005	C		X												
12	Elect members to faculty roundtable	A		X												
13	Appoint UNST Advisory Board	A		X												
14	Finalize curriculum structure in committee	C		X												
15	Identify funds for release time for 30 courses in Spring 2005	C		X												
16	Develop job description for Dean of UNST	A		X												
17	Initial meeting on course numbering, code-sharing, SIS/Banner integration	A		X	X											
18	Create rubrics for all learning objectives	C		X	X	X										
19	Conduct workshop on assessment and interdisciplinary programs	F			X											
20	Organize conference on general education	F			X											
21	Determine impact of articulation agreements	C			X	X										
22	School/college endorsement of curriculum	C			X	X	X									
23	Develop plan (with BEAMS) to address retention through academic support	A			X	X	X									
24	Develop policy for inclusion of courses	C				X	X									
25	Finalize assessment processes in committee	C				X										
26	Define course numbering (code-sharing and Banner issues)	A					X	X								
27	Conduct mid-year administrators' retreat	A					X	X								
28	Develop RFP for Summer 2005 pilot courses	C						X								
29	Prepare publicity brochure	A						X	X							
30	Perform post-course assessment of Fall 2004 pilot courses	C						X	X							
31	School/college endorsement of assessment processes	C						X	X	X						
32	Offer pilot courses in Spring 2005 (30)	C						X	X	X	X					
33	Plan and implement a campus-wide Focus on Learning Day	F							X							
34	Faculty senate approval of curriculum	C							X							
35	Identify funds for supporting development of new pilot courses in Summer 2005 (60)	C							X							
36	Create faculty learning communities for interdisciplinary learning (ATL)	F							X	X						
37	Select pilot courses for Spring 2005	C									X					
38	Faculty senate approval of assessment processes	C										X				
39	Obtain Faculty Senate approval of policy for inclusion of courses	C										X				
40	Select new team of campus leaders to attend 2005 AAC&U Institute	F										X	X			
41	Develop pilot courses in Summer 2005 (60)	C											X	X	X	
42	Implement revised University Studies Program	A														X
43	Publish/present results	F	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		A	Administration													
		C	Course and curriculum development													
		F	Faculty development													