

ACTION PLAN

PROGRAM NAME and DEGREE: Recreation, Parks, & Tourism Administration; B.S. Recreation, Parks, & Tourism Administration

PROGRAM REVIEW CYCLE: 2009-11

DATE OF THIS ACTION PLAN: March 28, 2012/ update January 15, 2013/update January 20, 2014/update November 3, 2016

NAME OF PERSON SUBMITTING ACTION PLAN: Bill Hendricks

ISSUES	RECOMMENDATIONS	PROPOSED ACTION	RESPONSIBLE PARTY	TIMEFRAME FOR COMPLETION
Issues Raised by Program:				
1) Transition to 2013 COAPRT accreditation standards	Keep abreast of revisions to 2013 COAPRT standards.	Move forward with 2011-12 annual assessment plan based on April 2011 version of the standards.	Jerusha Greenwood	Completed October 2012
	RPTA initially developed its self study from the 2008 version of the 2013 standards and revised the self study in fall 2010 based on April, 2010 revisions to the standards. The standards have been subsequently revised again with the most recent change in October, 2014.	Plan 2012-13 annual assessment plan under the November 2011 version.		
		Complete transition to April 2013 version	Jerusha Greenwood	Completed December 2013
		Complete transition to October 2014 version	Jerusha Greenwood	Completed June 2015
Issues Raised by Peer Reviewers:				

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1) Adequate compensation for faculty for time spent advising and supervising internships	Continue to distribute internship supervision loads among all full-time faculty. Continue with adequate assigned time for internship coordinator.	Continue to provide 1 WTU assigned time per quarter for internship coordinator and assign this person to teach RPTA 463 internship seminar.	Bill Hendricks	On-going
	Provide mileage reimbursement for faculty travel to internship locations.	Develop policy for faculty travel funding for internships from REC Excellence account.	FACULTY	June 1, 2012 Policy discussed at fall 2012 retreat and fall 2013 retreat, implemented fall 2013
		2013 Policy - Faculty "may" seek reimbursement for travel outside 50 mile radius	Faculty	

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2) Lack of space for office/supplies/storage	Increase office space by reconfiguration of current location in block of rooms in 11-259 to 11-262 or relocation of department office. Acquire additional storage space.	Follow-up with results of space assessment conducted by Charlie Crabb last year.	Bill Hendricks	March 15, 2012 No discussion yet with Charlie Crabb
		Propose to Dean David Wehner for consideration of full-size department office space and additional storage space once it becomes available.		
		Approval by Dean Andy Thulin to remodel 11-259 to 11-262 as Dept office. Working with Facility Services to complete remodel in 2014	Bill Hendricks	Discussions with Dean Wehner January 4, 2013 & January 7, 2013 Winter 2014
		No progress on additional storage space.		Office remodel completed Summer 2014, additional remodeling Summer 2016
		Additional storage space remains a 44 sq. ft. closet		

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3) Inadequate administrative support to meet program needs	Add ASA ½ time position to administrative support staff to complement current ¾ time ASC	Recruit ½ ASA position	Angela Sweet Bill Hendricks	Discussion with Dean Wehner January 7, 2013
	Upon resignation of Angela Sweet, upgrade from ¾ time to full-time ASC position	Dave Wehner approved full-time position; successful recruitment of Michele Reynolds as full-time ASC	Bill Hendricks	Michele Reynolds hired October 2013 Kathy Daniels hired September 2014
4) See 1) under issues raised by program				
5) Need an updated assessment plan and report	Send 2010-11 annual report to COAPRT.	Send documents to COAPRT following accreditation hearing in Atlanta, November 2011.	Jerusha Greenwood Bill Hendricks	Completed and sent to COAPRT December 28, 2011
	Finalize 2010-2015 assessment plan. Revise assessment plan based on 2013 April COAPRT standards.	Assessment plan revised	Jerusha Greenwood	Completed December 2013
6) Achieve compliance with COAPRT standard 7.02.02	Conduct additional direct assessment measures to comply with COAPRT standard 7.02.02	Conduct 3 direct assessment measures for standard 7.02.02 during spring quarter 2011	Brian Greenwood Jeff Jacobs	Completed and sent to COAPRT December 28, 2011
University Issues:				

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1) Analysis and reflection on student success from available data.	Assess applications, acceptance, graduation and retention rates.	Revise capstone senior project process to increase completion rates of senior project and thus graduation rates.	Senior Project Faculty	April 30, 2012 Implement with 2013-15 curriculum
		Determine reason for variable graduation rates of male students	Cynthia Moyer	Completed December 2012
		One quarter senior project implemented	Senior Project Faculty	Implemented w/ 2013-15 catalog
		2016 increased scrutiny of student success data as provided by Institutional Research	Bill Hendricks Dianne Korth Jerusha Greenwood Brian Greenwood	As component of 2017 self study
2) Program Assessment: How are faculty using assessment data?	Continue with incorporation of annual assessment in curricular improvements	Critically review assessment plans and implementation of results from assessment plans annually	Faculty	Annual September Fall retreats
		Academic Year declared “year of the teacher” by the faculty with faculty reflective exercise	Brian Greenwood	Created PolyLearn Site for sharing of resources fall 2016

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3) Alignment of university learning objectives with curriculum and significant co-curricular experiences.	Create database of alignment of university learning objectives to RPTA course offerings.	Faculty individually assess alignment of ULOs with their courses and report to assessment coordinator	Faculty Jerusha Greenwood	Completed June, 2012
	Assess student co-curricular activities of RPTA student leaders	Conduct student focus group to assess co-curricular experiences.	Brian Greenwood	Biennial, next scheduled for spring 2013 (not conducted.
		Senior Exit Interview	Bill Hendricks	Conduct spring 2014) Senior exit interview conducted spring 2016 and spring 2017

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4) Access to Excellence: what opportunities does the program provide for students to meet university diversity learning objectives?	Incorporate diversity learning objectives into annual assessment plans	Assess at least two diversity learning objectives annually as a component of the annual assessment plans	All faculty	September 15, 2012 To implement during 2012-13
		Combine RPTA 205 & RPTA 252 into a single class with an increased emphasis on diversity	Jeff Jacobs	March 31, 2012
		RPTA 275 Leadership & Diverse Groups created	Marni Goldenberg	Implemented with 2013-15 curriculum
		Incorporate diversity and inclusivity theme with COAPRT self study and 2017 program review	Brian Greenwood	Summer 2017