

2022-2023
Unit Annual Report
Division of Academic Affairs
Unit: _____

I Mission and Goal/Outcomes Statement:

Provide overall Mission/Goal Statement for your unit.

II Personnel:

List all staff and note all personnel changes that occurred during 22-23.

Name

Position

III Facilities/Equipment:

List any new facilities/equipment/software etc. acquired during 22-23.

IV Budget Expenditure Analysis:

Was the budget expended as planned? Were additions/changes made, and if so, explain.

V Programs/Activities:

List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff.

VI Action Plan for 2022-23:

(Insert your 22-23 Action Plan from last year's report)

VII Assessment Report for 2022-23

Were the Action Plan objectives met? Provide in list or table format that parallels item VI above.

VIII Other Accomplishments:

List accomplishments not already captured above.

IX Action Plan 2023-2024:

Planned Initiatives for 2023-24 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2	Indicate if a DEI initiative

Updates to the Action Plan may be submitted via a revised Annual Report.

X Reflection:

Take this section to reflect on--

- 1) Initiatives that you may be considering for 23-24 academic year that you did not already capture above.
- 2.) Anything else not captured in this report that you would like to share.