

#	Goals and Objectives Action Item	Individual(s) Responsible	Other Resources/Items Needed	\$ Cost Amount (if applicable)	Projected Start Date	Target Date For Completion	Current Action Taken/ Status at Time Action Plan is Filed	Status Update 1st Year (INSERT DATE)
1	Hire six additional faculty, net.	College of A&S/Academic Affairs		420,000 annually by 2019	Aug-14	2018	This target is consistent with the five year hiring plan presented by the department in 2012, with added needs resulting from resignations and administrative assignments .	Hired 1 faculty member; lost 2 to competitive job offers. Those lost were part-time in department; no net change in Fac FTE. Two searches underway Fall '14. Expect one retirement; have .75 current reduction due to additional administrative appt.
2	address work climate perceptions	Chair / dept faculty	dept retreat, formalization of department procedures, civil rights training, internal discussions regarding minimizing burdens imposed by "stereotype threats."	5,000	Aug-13	ongoing	Retreat Aug '13; inquiries made with UNM OEO and DEI.	Drafted by-laws and discussed at Aug. '14 retreat. Finalization in process.

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3	enhance jr faculty mentorship	Chair / dept faculty	mentorship plan		Aug-13	ongoing	mentorship policy approved 11/2012; increased teaching observation and mentorship implemented	Continued with regular observation; chair has read and commented on junior faculty resaerch/writing
4	revise and codify dept procedures; draft and approve bylaws; ensure faculty familiarity with procedures	Chair, dept executive committee, dept faculty	access to model department bylaws and procedures from UNM departments and Political Science departments at other institutions; College to protect anonymity of counteroffer surveys		Jan-14	12/1/2014, and ongoing	New committee appointment procedures put in place September 2013; tenure an promotion procedures reviewed at August 2013 retreat.	As above, bylaws drafted; discussed; revisions in progress.
5	Increase dept operational funding; travel; equipment; faculty development	A&S	increased course fee to support computer lab previously supported with operating monies.	approx \$20K annually	Jul-16	Jul-18		College allocated \$500 per regular faculty member for travel.

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6	improve strategic planning	Dept faculty; A&S; Academic Affairs	adequate faculty numbers and forward visibility to make strategic planning both possible and meaningful		Aug-13	ongoing	Five year hiring plan completed 2012; Department retreat held Aug 2013	August 14 retreat devoted 3 hours to examining potential curriculum reforms.
7	improve outcome assessment and communicate SLOs	Chair, Dept. Outcomes Assessment coordinator; Dept. faculty; College OA coordinator; Academic Affairs	improved instruments and sampling procedures; inclusion of SLOs in department web materials and syllabi as appropriate		Jan-14	ongoing	SLOs posted on department webpage. Instructions to instructors to include SLOs on all syllabi.	SLOs are included in most syllabi; published on website. August 14 retreat focused on implementing better measures, curricular reforms.
8	Review undergraduate curriculum for continuity, sequence, sustainability	Dept. Chair, Dept. Undergraduate Committee; Dept. Faculty			Jan-14	May-15	Preliminary discussions	In process, 1/2 day at retreat devoted to this.

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	Identify opportunities to share courses with other social science departments; make use of potential instructors in the community	Dept. Chair	feasibility depends on overall enrollment burdens in social science departments, especially at the graduate level; availability of instructors likely dependent on schedule convenience		Jun-13	ongoing	Chair held discussions with Sociology chair re: course sharing; one course shared Fall 2013. Chair contacted retired US Foreign Service Officer in Santa Fe, solicited contacts with other FSOs in the area. Advertised teaching position in international relations for fall 2013 did not attract any qualified applicants.	Chair contacted former ambassador for this role. Discussions ongoing.

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	Enhance intellectual life of the department	Dept. Chair, Dept. Faculty	sufficient funding to bring in occasional outside speakers; better coordination of multiple seminar series within the department.		Aug-13	ongoing	Chair consolidated multiple seminar series within the department to resolve scheduling conflicts and broaden participation. Committed funds to bring in outside speakers in fall and spring semesters AY 13/14.	Lecture series organized for AY 13/14 and 14/15.
	Optimize graduate recruiting	Dept graduate advisor	sufficient funds to communicate with targeted undergraduate programs, and fund visits of prospective students		14-Aug	ongoing		Further upgrades to website in process; new grad advisor focused on this issue; hired new grad program coordinator with extensive recruitment experience.

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	Clarify Graduate examination procedures.	Dept. Graduate Committee; Dept Faculty			13-Aug	May-15	Graduate Committee has drafted revised examination procedures and exit requirements for the MA and PhD programs. We expect to have the updated graduate procedures finalized by May 2014. Some elements will require curricular/catalog language approval, expected by May 2015.	New examination format and MA exit requirement implemented. Existing students given option of either new or old system; all chose the new system. Some issues encountered regarding training of students in qualitative research; will be addressed with curriculum.