

Program Action Plan Template

Program: Student Support Services		Date: May 1, 2019	Submitted By: Joseph Maurer, Director
Action Item 1			
Proposed Action	Identify and secure a space for the Student Support Specialist that is more conducive to her work with students		
Responsible Party	Joseph Maurer		
Success Criteria	The acquisition of a new office/space for Student Support Specialist		
Resources	Need to identify a space that is larger in order to add comfortable furniture, and that can be sound-proofed		
Timeline	Ideally this could be accomplished during summer 2019 in order to be ready for Michelle's return in Fall 2019		
Action Item 2			
Proposed Action	The addition of a 2 nd part-time position for counseling and student support services		
Responsible Party	Joseph Maurer		
Success Criteria	Whether or not an additional position is approved and created		
Resources	Funding/budget; assignment of a space for the 2 nd professional		
Timeline	Again, ideally for the start of the new academic year (Fall 2019)		
Action Item 3			
Proposed Action			
Responsible Party			
Success Criteria			
Resources			
Timeline			

Program Action Plan Template

Signatures:



Department or Program Lead

5/2/19

Date

Dean of Instruction (when applicable)

Date

Dean of CTE (when applicable)

Date



Vice President or President

5/2/19

Date