

## AQIP Action Plan

- A. Give a short identifying title (under 10 words) to this Action Project**  
Integrating Stakeholder Feedback into Curriculum Development and Revision
- B. Describe the goal(s) of this Action Project (in 100 words or fewer).**
1. Develop a process that assists faculty in identifying the appropriate stakeholders for input into curriculum development and revision.
  2. Develop procedures that involve stakeholders in identification of the learning processes and outcomes that guide curriculum development and revision.
  3. Use learning outcomes to inform stakeholders about the need for development of new curricula or revision of current curricula
- C. Please identify the single AQIP Criterion which the Action Project will primarily affect (select one from Primary row), and no more than four other Criteria to which it is strongly related (select one from Related row):**
1. Primary—Understanding students' and other stakeholders' needs. (#3)
  2. Related—Building collaborative relationships. (#9)
  3. Principles (Identify up to four of the AQIP Principles of High-Performing Organizations that you hope this project will enhance):
    - A mission and vision that focus on serving students and other stakeholders (A)
    - Collaboration and a shared institutional focus (F)
    - Agility, flexibility, and responsiveness to changing needs and conditions (G)
    - Planning for innovation and improvement (H)
- D. Please describe your Institution's rationale for addressing this primary criterion at this time. Why is this project and its goal(s) one of your "vital few"?**
- Need for developing processes for involvement of stakeholders in curriculum development and revision for the purpose of:
- Forecasting changing needs and indicating need for innovation
  - Establishing need for and support for new and existing programs
  - Continuously improving curriculum to result in effective student learning
  - Better positioning of U of I students in the job market
- E. List the organizational areas (or institutional departments and divisions) most affected.**
- University Undergraduate and Graduate Curriculum Councils
  - Unit Curriculum Committees
  - Faculty Governance & Related Committees (Faculty Development)
  - Registrar
  - Information Systems

- Library
- Development Office
- Admissions & Marketing

**F. List and briefly describe the critical processes most affected.**

- Curriculum Planning, Development, Revision
- Student Recruitment, Retention, and Graduation
- Budgeting Process
- Financial Aid
- Advancement Operations
- Career and Educational Placement

**G. List the process measures that you plan to track as you work on this Action Project.**

- 1a. Establish definition of stakeholders both internal and external.
- 1b. Complete assessment of how academic units currently involve stakeholders in the curriculum development/revision process.
- 1c. Examine relevant University reports for data routinely collected from stakeholders in the curriculum development/revision process.
- 1d. Determine resource needs for involving stakeholders in the curriculum development/revision process.
- 1.e. Devise mechanism for educating units about the stakeholder involvement in curriculum development/revision process, including assessment of resource needs.
  
- 2a. Ensure that process is in place for academic units to use for involving stakeholders in the curriculum development/revision process.
- 2b. Develop and implement mechanism for monitoring the work of units in including information about stakeholder involvement in curriculum development/revision process, including assessment of resource needs.
  
- 3a. Update University wide data gathering processes to include information about stakeholder involvement in curriculum development/revision process, and an assessment of resource needs.
- 3c. Develop data collection process to analyze the results of unit involvement of stakeholders in curriculum development/revision process, including assessment of resource needs.

**H. List the outcome measures that you plan to track as you work on this Action Project.**

1. After year one, all academic units will have identified their stakeholders in the curriculum development/revision process.
2. After year two, academic units will provide evidence that a dialogue with stakeholders occurred regarding the curriculum development/revision process.

3. After year three, academic units will involve stakeholders in the curriculum development/revision process.

**I. Describe your annual stretch targets for this Action Project.**

1. Year One
  - Establish Stakeholders Advisory Action Project Group and determine the stakeholders that should be involved as members of the group.
  - Present project to faculty and staff to gain input and feedback (Faculty Staff Institute and September 03 Brown Bag session).
  - Establish definition of stakeholders both internal and external.
  - Complete assessment of how academic units currently involve stakeholders in the curriculum development/revision process.
  - Determine resource needs for involving stakeholders in the curriculum development/revision process.
2. Year Two
  - Address resource needs so that units can involve stakeholders in the curriculum development/revision process.
  - Obtain faculty and administrative approval regarding the proposed process for academic units to use for involving stakeholders in the curriculum development/revision process.
  - Train units in the stakeholder involvement in curriculum development/revision process.
  - Implement mechanism to monitor the work of academic units in involving stakeholders in the curriculum development/revision process.
3. Year Three
  - Update University wide data gathering processes to include information about stakeholder involvement in curriculum development/revision process, including ongoing assessment of resource needs.
  - Develop data collection process to analyze the results of unit involvement of stakeholders in curriculum development/revision process, including assessment of resource needs.
  - Analyze information about stakeholder involvement in curriculum development/revision process, including actual use of resources.
  - Make recommendations for changes in the stakeholder involvement in curriculum development/revision processes.
  - Develop system to periodically measure stakeholder involvement in curriculum development/revision processes to be used to maintain integrity of the process beyond the AQIP process phase.