|  |  |  |
| --- | --- | --- |
| ***DEPARTMENT NAME* – ENROLLMENT AND STUDENT SERVICES – 2023-2024 ANNUAL REPORT TEMPLATE** | | |
| **OVERVIEW** | | |
| **Department Mission**: | | |
| **Annual Reflections** (*accomplishments, challenges, circumstances, trends, etc.*): | | |
| **PERFORMANCE** | | |
| **Department Goals** *(long-term)*: | **Goal Assessment Measures**: | **Annual Assessment Outcomes** *(this year)*: |
| 1. | 1A-1. | 1A-1. |
| 1B-1. | 1B-1. |
| 2. | 2A-1. | 2A-1. |
| 2B-1. | 2B-1. |
| 3. | 3A-1. | 3A-1. |
| 3B-1. | 3B-1. |
| 4. | 4A-1. | 4A-1. |
| 4B-1. | 4B-1. |
| 5. | 5A-1. | 5A-1. |
| 5B-1. | 5B-1. |

|  |  |  |
| --- | --- | --- |
| **DEVELOPMENT** | | |
| **Department Strategic Priorities** *(for next year)*: | **Supporting Evidence** (*CAS* *action items, assessment results, or other evidence*)**:** | |
| 1. |  | |
| 2. |  | |
| 3. |  | |
| 4. |  | |
| 5. |  | |
| **Collaborations** (*new and/or expanded dept-level relationships*): | | |
| **Access/Diversity/Equity/Inclusion**  *Efforts to implement ESS ADEI Action Plan:*   * How has your department learned about and engaged with the ESS ADEI Action Plan? * How is your department implementing Shared Equity Leadership practices? * Which department goal(s) included above support ADEI efforts?   *Additional ADEI efforts (excluding professional development, which should be included in the next section of this report):* | | |
| **Professional Development** (*new and/or noteworthy dept-level work*):   * Overall professional development: * Professional development related to access, diversity, equity, and inclusion: | | |
| **OTHER** | | |
| **Other Details** (*not included elsewhere in this report*): | | |
| **Report Submitted by:** *[Department Leader Name]* | | **Report Submitted on:** *[Date]* |