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| ***UNIT NAME* – ENROLLMENT AND STUDENT SERVICES – 2023-2024 ANNUAL REPORT TEMPLATE** |
| **OVERVIEW** |
| **Unit Mission**:  |
| **Annual Reflections** (*accomplishments, challenges, circumstances, trends, etc.*):  |
| **PERFORMANCE** |
| **Unit 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. |

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| **DEVELOPMENT** |
| **Unit 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 unit-level relationships*): |
| **Access/Diversity/Equity/Inclusion** (*new and/or expanded unit-level efforts*): |
| **Professional Development** (*new and/or noteworthy unit-level work*): |
| **RESOURCES** |
| **Is your unit facing budget challenges?** [ ]  No[ ]  Yes*If yes, please describe*: |
| **Is your unit facing staffing challenges?** [ ]  No[ ]  Yes*If yes, please describe*: |
| **OTHER** |
| **Other Details** (*not included elsewhere in this report*): |
| **Report Submitted by:** *[Unit Leader Name]* | **Report Submitted on:** *[Date]* |