





averaged to yield a single Faculty Member Average. All faculty member averages are then averaged to yield a single average across all faculty.

**Grid A**

| Average Fiscal & Physical Assessment Score Across All Faculty |                 |                  |                    |                    |                        |                            |
|---|-----------------|------------------|--------------------|--------------------|------------------------|----------------------------|
| Date Assessment Completed                                     | Faculty Members | Fiscal Resources | Physical Resources | Academic Resources | Faculty Member Average | Average Across All Faculty |
| 7/2019<br>(Pilot new benchmarks)                              | Jen             | 3.8              | 3.6                | 3.7                | 3.7                    | 3.904                      |
|   | Samira          | 3.95             | 3.82               | 4                  | 3.9                    |                            |
|   | Hoa             | 3.92             | 3.89               | 3.98               | 3.93                   |                            |
|   | Tabitha         | 4                | 4                  | 4                  | 4                      |                            |
|   | Martha          | 3.92             | 4                  | 3.98               | 4.0                    |                            |
| 12/2019   | Jen             |                  |                    |                    | #DIV/0!                | #DIV/0!                    |
|   | Samira          |                  |                    |                    | #DIV/0!                |                            |
|   | Hoa             |                  |                    |                    | #DIV/0!                |                            |
|   | Tabitha         |                  |                    |                    | #DIV/0!                |                            |
|   | Martha          |                  |                    |                    | #DIV/0!                |                            |

**Student Procedure for Reviewing Resources**

The student review of resources follows the same procedure as the faculty review, except that a single score for each resource is arrived at through a student-led discussion in a Community Meeting. The average score for each of the three areas – fiscal, physical, and academic – are entered into a grid (B, below) and averaged to yield a single Student Average.

**Grid B**

| Student Average           |                          |                            |                            |                            |
|---------------------------|--------------------------|----------------------------|----------------------------|----------------------------|
| Date Assessment Completed | Student Fiscal Resources | Student Physical Resources | Student Academic Resources | Average Across All Faculty |
| 12/2019                   |                          |                            |                            | #DIV/0!                    |
| 12/2020                   |                          |                            |                            | #DIV/0!                    |
| 12/2021                   |                          |                            |                            | #DIV/0!                    |

**Documentation**

The final results of annual reviews done by both students and faculty will be saved on the V-drive inside the \_\_\_\_\_ folder.

**Review, Revise, Improve**

I. Review

- A. Identify budgetary shortages that occurred during the previous fiscal year by listing unmet needs resulting from:
  1. budget shortages

2. aging or outdated equipment that needs to be replaced
- B. Review the adequacy of the physical resources of the MFT program.
  1. Identify issues that have arisen during the academic year with respect to the level of repair in clinical and classroom spaces, halls, faculty offices and workspace, student workspace, computer access, and parking.
- C.
  1. A description of any changes in program faculty/staff/supervisor numbers, budgetary resources, and/or physical space during the past reporting year.
  2. The identification of budgetary and physical plant resources to address needs, including University-wide budget pools for equipment, renovation of instructional

7. The committee will report to the faculty meetings for discussion and action.

## Table of Fiscal & Physical Resources Reviewed

| I. Fiscal Resources           | II. Physical Resources         | III. Academic Resources             |
|-------------------------------|--------------------------------|-------------------------------------|
| <b>A. Monetary</b>            | <b>A. Administrative space</b> | <b>A. Instructional Resources</b>   |
| operating budget              | faculty offices                | Odum Library                        |
| travel budget                 | equipment & supply             | teaching assistants                 |
| library allocation            | student record storage         | eLearning resources                 |
| Faculty Research Seed Grants  | client file storage            | Center for Excellence in L and T    |
| Faculty Scholarship           | mail room cubby                | Turnitin                            |
| instructional Improvement     | <b>B. Instructional Space</b>  | <b>B. Technological Resources</b>   |
| course/curriculum development | classroom space                | student program printers            |
| professional presentation     | clinical training space        | internet                            |
| <b>B. Personnel</b>           | student workspace              | classroom computing equipment       |
| Faculty                       | restrooms                      | clinical observation system         |
| Secretarial Staff             | entrance security system       | communication system (phone, email) |
| Clinic Director               | exterior & interior lights     | learning management                 |
| Housekeeping                  | windows & doors                | IT security                         |
|                               | walls & surfaces (painting)    | emergency notification system       |
|                               | HVAC                           | IT support & helpdesk               |
|                               | furnishing & casegoods         | data collection & analysis software |
|                               | floor coverings                | data storage                        |
|                               | supplies & consumables         | data collection training            |
|                               | ceiling tiles                  | instructional technology support    |
|                               |                                | campus wide computer access         |
|                               |                                | <b>C. Student Support Services</b>  |
|                               |                                | Access Office                       |
|                               |                                | Adult & Military Programs           |