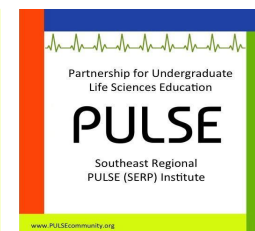


Institution  
Logo

**Title** (a chance to be creative)  
**Department, Institution**  
City, State  
Team members



### Institutional Demographics

- Institution type
- Institution size
- Department size – # faculty (tenured, tenure-track, adjunct), # majors
- Types of programs/majors
- Diversity of student population and faculty

### Priorities and Vision for Department Transformation/Improvement

List the priorities for department-wide improvement (identified from the workshop Rubric and/or others relevant/unique to your institutional context).

Articulate a vision statement of how your department will be different 5 – 10 years from now as a result of this work.

### Challenges/obstacles to Achieving Priorities

e.g., we need more:

- shared vision
- time, resources, incentives
- safe zones for trial and error
- recognition/support
- leadership development
- pedagogical development
- Etc.

### Motivations for improvement

e.g., our desire to increase:

- retention of at-risk students
- professional development
- job satisfaction
- collaboration among colleagues
- alignment with V&C principles
- Etc.

### Immediate (next three months) steps

#### Ideas:

How will you flesh out your SERP Institute planning?

Who needs to be on the “home team”?

Which students, faculty, staff, and administrators?

Who are the leaders that you can draw in?

Change can be threatening – what will be the hot-button issues? Who will need convincing, and what voices (internal or external) can help?

How will your home team establish an ethos of safety and respect while asking people to change?

What will be your method(s) of communication across all team members and beyond?

What tools will your department use to develop a shared vision (e.g., external review, department self study, STEM Department Evaluation Rubric, PULSE Certification Rubrics, BioCore Guide, etc.)?

What other PULSE resources might help your department make progress?

What other professional societies could help and, ultimately, broaden the impact of your work?

### Action steps for upcoming academic year

#### Ideas:

How will your team engage your full department in this work? (e.g., on-campus workshops, journal clubs, strategic planning sessions, Gen. Ed. task force, etc.).

Who might you invite to help you with this work (from PULSE or elsewhere)?

How will your team build intramural leadership?

What will leaders for each initiative be responsible for? How and to whom will they share/report?

What collaborations (e.g., other schools, community members) will you develop to build interest and support for your work?

What courses might you pilot? What curriculum changes do you envision?

What summer bridge programs or other student support programs might be planned/initiated?

How will you assess current practices so that you can evaluate change and its effectiveness? How can you leverage SACS positively?

How will your department reflect on assessment evidence and use it to continuously improve?

### Actions for end of year and beyond

#### Ideas:

What will be your new “normal” in a few years?

How will ongoing administrative support be assured?

Do you need extramural funding to build on pilot work? How do you build expertise for a strong proposal? Should it be a collaborative proposal with other schools? Who writes it?

How will the department’s new “normal” influence job descriptions, hiring decisions, promotions, etc.?

When/how will your team meet to develop a poster to report on the department’s progress at Association of Southeastern Biologists conference (April, 2015)? Who will represent the team at ASB?

What information will you present on your poster and what evidence will you need to support your findings?

How will you broaden the impact of your department’s work in the Southeast and beyond?

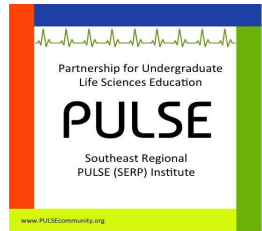
The Southeast Regional PULSE (SERP) Network is supported by award 1435389 from the National Science Foundation and support from the Howard Hughes Medical Institute.



Please resize and rearrange the boxes as needed – the current box sizes & text length need not influence your final product!

Institution  
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**Title** (a chance to be creative)  
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**Institutional Demographics**

**Priorities and Vision for Department Transformation/Improvement**

**Challenges/obstacles to Achieving Priorities**

**Motivations for improvement**

**Immediate (within next three months) steps**

**Action steps for upcoming academic year**

**Actions for subsequent year and beyond**

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