University of Central Arkansas

## Proposal for Change in Continuous Improvement Plans/Processes

|  |  |  |  |
| --- | --- | --- | --- |
| Department |       | Date |       |
| Program for which the change is proposed |       |

|  |  |
| --- | --- |
| Action Item | Information Item |
|  |  |
| Check area of change: | Check area of change: |
| [ ]  | New continuous improvement plan | [ ]  | Minor change of wording |
| [ ]  | Continuous improvement plan revision | [ ]  | Minor change in assessment criteria |
| [ ]  | Alternative reporting method | [ ]  | Other |       |  |
| [ ]  | Other |       |  |  |  |
|  |  |  |  |  |

Description of change:

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| --- |
|       |

Reason for change:

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| --- |
|       |

|  |  |
| --- | --- |
| Effective date of change: |       |

Change recommended by (for action items) or noted by (for information items) …

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  | Department Chairperson | Date |
|  |  |  |  |
|  |  | College Dean | Date |
| College Curriculum and Assessment Committee |  |  |
|  |  | Committee Chairperson | Date |
| Academic Assessment Committee |  |  |
|  |  | Committee Chairperson | Date |

**NOTE:** Changes in continuous improvement plans/processes can be reviewed only during the regular academic year. Action-item proposals must be received by the Academic Assessment Committee at least one month before action is desired.