

SAMPLE
INITIAL 3 -YEAR
PROFESSIONAL AND TECHNICAL CERTIFICATION PLAN

JANE DOE

Performance Outcomes 1:

Update outcomes for the Criminal Justice program
Update course learning outcomes in my courses
Establish quality assessments that match learning course learning outcomes.

Activities:

- Research skill standards in criminal justice by December 2004
- Attend workshops on skill standards as offered throughout the next two years
- Attend outcomes and assessment workshops as offered throughout the next two years
- Work with faculty mentor to ensure that outcomes and assessment link to the college's core abilities throughout the next three years
- Review, rewrite, or create outcomes or assessments based on skill standards (if appropriate) and that link to college's core abilities by March 2006

Skill Standards Addressed:

- B1 Identify, evaluate, and modify current outcomes
- B2 Create, evaluate, and modify curriculum
- B3 Create, evaluate, and modify assessments
- B4 Implement curriculum, outcomes, and assessments

Performance Outcome 2:

Evaluate off-campus learning environments

Activities

- Observe instruction of part-time faculty and provide feedback regarding strengths and opportunities for growth, throughout next three years
- Create and implement regular meeting schedule of all site supervisors and part-time faculty, by December 2004.
- Create and implement a continuous assessment process of all courses held at off-campus sites by May 2005.

Skill Standards Addressed:

- A 6 Research, select, and evaluate off-campus learning environments.