1. Work with the Dean to recruit and hire administrative support staff and laboratory staff to the department in support of student success.
2. Continue efforts in planning for hiring of additional faculty to meet curricular demands as necessary.
3. Begin a programmatic analysis for the movement to Duncan Hall upon completion of the new Science Building.
4. Work with the dean to address the facilities issues that are impacting student success.
5. Work with GUP to explore the possibility of opening enrollments in spring semesters for graduate students to increase overall enrollments in the graduate program to make it more sustainable.
6. Work with GUP to ensure that all degree programs are in compliance with EO1071 (MS, Concentration in Modern Optics and BA, Preparation for Teaching). This should be completed by Spring 2018.
7. Work with Stacy Gleixner and Student Success services to identify resources to help in the following courses:
   a. PHYS 49 which has a very high DFW rate.
   b. Conversation of Physics 2B similar to what has been done in Physics 2A.
8. GE Program Review needs to be conducted for the following courses:
   PHYS 001, PHYS001L, PHYS 023, PHYS 100W, PHYS 166, ASTR 010, ASTR 102L, and ASTR101
   The materials should be completed and submitted to BOGS no later than September 15, 2017.
9. Next Program review to start in Spring 2024.

By signing below, we agree to the action plan outlined above.

Michael Kaufman  
Michael Kaufman, Chair, Department of Physics and Astronomy

Michael Parrish  
Michael Parrish, Dean, College of Science

Carl Kemnitz  
Carl Kemnitz, Deputy Provost