

ID	Task Name	Start	Finish	2, 2013	Qtr 3, 2013		Qtr 4, 2013		Qtr 1, 2014		Qtr 2, 2014		Qtr 3, 2014		Qtr 4, 2014		Qtr 1, 2015		Qtr 2, 2015		Qtr 3, 2015		Qtr 4
				May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep					
1	(T) Overall Task Force	Tue 2/26/13	Mon 5/5/14																				
2	T.1 Project schedule Fall 2014 or 2015	Tue 2/26/13	Fri 5/24/13																				
3	T.2 Develop draft outcomes	Tue 2/26/13	Mon 9/16/13																				
4	T.3 Course periodic review requirements	Mon 9/16/13	Mon 5/5/14																				
5	T.4 Definition of embeddable course	Tue 2/26/13	Fri 5/24/13																				
6	T.5 Policy/FAQ list	Tue 2/26/13	Mon 12/16/13																				
7	T.6 Clarify Senate Resolution 316	Tue 2/26/13	Fri 5/24/13																				
8	T.7 Modern language in C1 requirement	Tue 2/26/13	Fri 5/24/13																				
9	T.8 Online course approval process	Mon 9/16/13	Wed 12/11/13																				
10	T.9 Faculty Outreach - C course development	Mon 9/16/13	Wed 12/11/13																				
11	T.10 Adequate resources for C courses?	Mon 9/16/13	Tue 12/17/13																				
12	T.11 Articulation with Community Colleges	Mon 9/16/13	Tue 12/17/13																				
13	T.12 Name, branding - new USP Program	Mon 9/16/13	Wed 12/11/13																				
14	T.13 Mechanism to teach out USP 2003	Mon 9/16/13	Tue 12/17/13																				
15	T.14 USP sustainability requirements (leadership, funding, etc.)	Wed 5/1/13	Mon 12/16/13																				
16																							
17	(L) Learning outcomes, rubrics, and assessment	Tue 2/26/13	Mon 8/11/14																				
18	L.1 Finalize learning objectives	Tue 2/26/13	Mon 9/16/13																				
19	L.2 Finalize course approval process	Mon 9/16/13	Wed 12/11/13																				
20	L.3 Develop detailed course approval process forms	Mon 9/16/13	Wed 12/11/13																				
21	L.4 Assessment committee develop general assessment expectations	Mon 9/16/13	Wed 12/11/13																				
22	L.5 Collect feedback on learning objectives and course approval process	Mon 9/16/13	Wed 12/11/13																				
23	L.6 Develop job description for assessment coordinator/advertise position	Mon 9/16/13	Wed 12/11/13																				
24	L.7 Identify early adopters for "C" and "FYS" courses	Mon 9/16/13	Tue 5/13/14																				
25	L.8 Develop/hold workshop for early adopters	Wed 1/1/14	Mon 5/12/14																				
26	L.9 Explore use of LiveText for assessment	Mon 9/16/13	Wed 12/11/13																				
27	L.10 Incorporate feedback from outcomes and course approval process	Mon 9/16/13	Tue 5/13/14																				
28	L.11 Develop, conduct faculty workshops	Wed 1/1/14	Mon 8/11/14																				
29																							

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30	(A) The course approval process	Tue 2/26/13	Thu 1/1/15																				
31	A.1 Finalize learning objectives	Tue 2/26/13	Mon 9/16/13																				
32	A.2 Finalize course approval process	Mon 9/16/13	Wed 12/11/13																				
33	A.3 Develop detailed course approval process forms	Mon 9/16/13	Wed 12/11/13																				
34	A.4 Assessment committee develop general assessment expectations	Mon 9/16/13	Wed 12/11/13																				
35	A.5 Collect feedback on learning objectives and course approval process	Mon 9/16/13	Wed 12/11/13																				
36	A.6 Develop job description for assessment coordinator/advertise position	Mon 9/16/13	Wed 12/11/13																				
37	A.7 Identify early adopters for "C" and "FYS" courses	Mon 9/16/13	Tue 5/13/14																				
38	A.8 Develop/hold workshop for early adopters	Wed 1/1/14	Mon 5/12/14																				
39	A.9 Explore use of LiveText for assessment	Mon 9/16/13	Wed 12/11/13																				
40	A.10 Incorporate feedback from outcomes and course approval process	Mon 9/16/13	Tue 5/13/14																				
41	A.11 Develop, conduct faculty workshops	Wed 1/1/14	Mon 8/11/14																				
42	A.12 Work with CC partners on non-AS transfer students	Mon 9/16/13	Wed 12/11/13																				
43	A.13 Pursue LiveText for USP assessment	Mon 9/16/13	Wed 12/11/13																				
44	A.14 Assessment coordinator/fellow start	Thu 5/30/13	Wed 1/1/14																				
45	A.15 Assessment coordinator and committee develop rubrics and detailed assesment plan for USP	Wed 1/1/14	Mon 5/12/14																				
46	A.16 Develop inhouse expertise	Wed 1/1/14	Mon 5/12/14																				
47	A.17 Award faculty development grants	Wed 1/1/14	Mon 5/12/14																				
48	A.18 Faculty add new/modify existing courses	Wed 1/1/14	Wed 12/10/14																				
49	A.19 College approves new/modified courses	Wed 9/10/14	Wed 12/10/14																				
50	A.20 Assesmmnt detailed plan for USP assessment. Seek feedback on plans.	Wed 9/10/14	Wed 12/10/14																				
51	A.21 ECTL conduct faculty development workshops	Wed 9/10/14	Wed 12/10/14																				
52	A.22 Determine other training needs	Wed 9/10/14	Wed 12/10/14																				
53	A.23 New/modify courses approved via UW processes	Wed 9/10/14	Wed 12/10/14																				
54	A.24 Conduct faculty traing for LifeText (if needed)	Wed 9/10/14	Wed 12/10/14																				
55	A.25 New, modified courses submitted to Registrar's Office	Wed 9/10/14	Wed 12/10/14																				
56	A.26 Course descriptions in catalog	Thu 1/1/15	Thu 1/1/15																				

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57																							
58	(B) Human culture (HC), science, technology, engineering or mathematics (STEM), and Wyoming Constitution (V) courses	Tue 2/26/13	Thu 5/15/14																				
59	B.1 Learning outcomes. Review and revise	Tue 2/26/13	Tue 12/10/13																				
60	B.1.a Addition of knowledge, understanding global awareness and diversity to H learning outcomes	Tue 2/26/13	Fri 5/24/13																				
61	B.1.b Review of H learning outcomes #5 and #6	Tue 2/26/13	Fri 5/24/13																				
62	B.1.c Revise title for V learning outcomes category	Tue 2/26/13	Fri 5/24/13																				
63	B.1.d Develop new category, criteria under Personal and Social Responsibility entitled: "Civic Knowledge and Engagement"	Tue 2/26/13	Fri 5/24/13																				
64	B.1.e Approve revised #5 & #6 criteria under H	Tue 2/26/13	Fri 5/24/13																				
65	B.1.f Have CH & CA departments/faculty assess the new H learning outcomes.	Tue 2/26/13	Fri 5/24/13																				
66	B.1.g Have S departments assess the new S learning	Tue 2/26/13	Fri 5/24/13																				
67	B.1.h Spring 2013. Have CS departments assess the new H learning outcomes (only half of departments responded).	Tue 2/26/13	Fri 5/24/13																				
68	B1.1.i In collaboration with the Learning Outcomes subcommittee, conduct test runs of current CS, CH, CA, S, and V courses to see if they meet the proposed learning objectives	Tue 8/20/13	Tue 12/10/13																				
69	B.2 Make recommendations regarding Faculty Senate recommendations: Courses may not be from within the major department" and allowing courses to double-count as H & S. STATUS: Approve the former; do not approve the latter.	Tue 2/26/13	Fri 5/24/13																				
70	B.3 Language as H. As long as the Course Approval Process for H classes does not allow grandfathering, this is a non-issue. It will be up to the relevant department(s) to submit any courses for approval that they determine fit with the H learning outcome	Tue 2/26/13	Fri 5/24/13																				
71	B.4 Review of Course Approval Process for H, S & V.	Tue 2/26/13	Fri 5/24/13																				
72	B.5 Assist faculty, departments and colleges with developing/revising courses to meet the H, S & V requirements.	Tue 10/1/13	Thu 5/15/14																				
73																							
74	(I) Integrating the first-year experience	Tue 9/10/13	Wed 12/10/14																				

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75	I.1 Identify which learning outcomes span the three core courses; Communication 1, Freshman Seminar, and Q, and should be included in assessing the first year experience.	Wed 12/10/14	Wed 12/10/14																						
76	I.2 Determine the curricular/co-curricular skills, including aspects of the Personal and Social Responsibility categories that should be included in the assessment of the First Year Experience.	Wed 12/10/14	Wed 12/10/14																						
77	I.3 Find out the numbers of incoming students that take the three core courses, or transfer in credit for Communication 1 and/ or Q, then develop methods to assess the experiences of these separate populations.	Tue 9/10/13	Tue 12/10/13																						
78	I.4 Identify any other questions that are important in assessing the integration of the first year experience.	Wed 12/10/14	Wed 12/10/14																						
79	I.5 Specify tools and measures that should be used to assess this integration.	Wed 12/10/14	Wed 12/10/14																						
80																									
81	(F) The first-year seminar	Tue 2/26/13	Fri 5/15/15																						
82	F.1 Description	Tue 2/26/13	Fri 5/24/13																						
83	F.2 Learning outcomes	Tue 2/26/13	Fri 5/24/13																						
84	F.3 General requirements	Tue 2/26/13	Fri 5/24/13																						
85	F.4 Sample course syllabi	Fri 5/24/13	Tue 8/20/13																						
86	F.5 Similarities and differences between USP 2003 IL courses (old) and USP FYS courses (new)	Fri 5/24/13	Tue 8/20/13																						
87	F.6 FYS webpage	Tue 8/20/13	Tue 12/10/13																						
88	F.7 How outcomes related to Personal and Social Development can be embedded in a FYS course	Fri 5/24/13	Tue 8/20/13																						
89	F.8 Organizational structure to guide course development	Fri 5/24/13	Tue 8/20/13																						
90	F.9 One course number for all FYS courses	Wed 8/20/14	Wed 12/10/14																						
91	F.10 How to use devoted funds for course development	Tue 8/20/13	Tue 12/10/13																						
92	F.11 Sample assessment rubric	Thu 1/1/15	Fri 5/15/15																						
93	F.12 Faculty workshop	Wed 1/1/14	Mon 5/11/15																						
94	F.13 Integration of FYS with SUMMITT, Freshman Orientation, and/or other student-related functions	Thu 1/1/15	Fri 5/15/15																						
95	F.14 FYS coordinator1 (in conjunction with faculty team/committee)	Tue 8/20/13	Tue 12/10/13																						
96	F.15 Pilot of FYS courses	Wed 1/1/14	Thu 5/15/14																						

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97																							
98	(C) The communications sequence (C1, C2 and C3)	Tue 2/26/13	Mon 5/11/15																				
99	C.1 Review the "Draft Learning Outcomes/Criteria" for the Communication Sequence	Tue 2/26/13	Fri 5/24/13																				
100	C.2 Consider how student communication skills will transfer and be further developed from one level in the communication sequence to the next	Tue 2/26/13	Fri 5/24/13																				
101	C.3 Recommend enrollment limits on C courses – 23 on C1, C2, C3, courses with exceptions for outreach. Come to consensus on recommendation for embedding C courses	Tue 2/26/13	Fri 5/24/13																				
102	C.4 Determine how to modify English1010 and other courses to meet the learning outcomes for C1	Tue 2/26/13	Fri 5/24/13																				
103	C.5 Identify courses that are currently offered that could satisfy or be modified to satisfy the learning outcomes for C2 and C3	Tue 9/10/13	Tue 12/10/13																				
104	C.6 Articulate with high schools and community college English and Communication faculty	Tue 9/10/13	Tue 12/10/13																				
105	C.7 Develop guidelines or materials for written, oral, and digital communication and information literacy in courses to help faculty integrate communication into courses	Tue 9/10/13	Tue 12/10/13																				
106	C.8 Develop a plan for outreach to UW Departments and Faculty on developing C courses and teaching written, oral and digital communication and information literacy	Tue 9/10/13	Tue 12/10/13																				
107	C.9 Identify resources needed for outreach and faculty support of C courses	Tue 9/10/13	Tue 12/10/13																				
108	C.10 Provide outreach faculty on course development for C courses	Mon 12/1/14	Mon 5/11/15																				
109																							
110	(M) Master schedule, plan construction, integration, publicity.	Mon 2/25/13	Wed 12/11/13																				
111	M.1 Develop master implementation plan based on committee input	Mon 2/25/13	Mon 5/27/13																				
112	M.2 Develop master schedule based on committee input	Mon 2/25/13	Tue 6/18/13																				
113	M.3 Develop publicity plan to inform UW faculty, staff and students; Wyoming community colleges; and Wyoming high schools of new general studies program.	Mon 6/17/13	Tue 7/16/13																				
114	M.4 Develop support material (brochures, tables, etc.)	Tue 9/10/13	Tue 12/10/13																				
115	M.5 Develop list of policies/frequently asked questions.	Mon 2/25/13	Wed 12/11/13																				

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116	M.6 Develop simple user-friendly document.	Mon 2/25/13	Tue 9/17/13																				
117	M.7 Develop informational update to send out to faculty on USP3 update for release in early June.	Mon 6/3/13	Tue 6/18/13																				
118	M.8 Provide update on USP3 to Deans and Directors in mid/late July on Task Force recommendations.	Mon 7/1/13	Mon 7/15/13																				
119	M.9 Patrice Noel, Coordinator, Student Success and Transfer, Center for Advising and Career Services, has invited Steve B. to provide a presentation of USP3 at the Fall 2013 Wyoming Transfer Council (WTC).	Tue 9/10/13	Tue 12/10/13																				
120																							
121	(O) Others: Develop and hold various faculty workshops through ECTL/University Assessment Coordinators/USP Committee	Wed 6/5/13	Wed 6/5/13																				
122	O.1 How to write a Faculty Development Grant to develop/modify courses	Wed 6/5/13	Wed 6/5/13																				
123	O.2 Train the trainer – helping college course committees evaluate proposals for new/modified	Wed 6/5/13	Wed 6/5/13																				
124	O.3 Award Faculty Development Grants for summer	Wed 6/5/13	Wed 6/5/13																				
125	O.4 Faculty develop new courses and modify existing courses	Wed 6/5/13	Wed 6/5/13																				
126	O.5 Colleges approve new and modified course ideas	Wed 6/5/13	Wed 6/5/13																				
127	O.6 Assessment Fellows and Assessment Coordinators Committee continue to develop rubrics and detailed plan for assessment of USP program and seek feedback on plans	Wed 6/5/13	Wed 6/5/13																				
128	O.7 New and modified courses are approved through UW processes	Wed 6/5/13	Wed 6/5/13																				
129	O.8 If LiveText will be adopted, hold faculty training sessions on how to use LiveText for USP designated courses to upload student work.	Wed 6/5/13	Wed 6/5/13																				
130	O.9 All new and modified courses due in Registrar's Office	Wed 6/5/13	Wed 6/5/13																				
131	O.10 Course descriptions submitted to catalog	Wed 6/5/13	Wed 6/5/13																				