**Self-Study Report – Post-Review**

**Overview of Proposed Changes**

*This document can be found online here: www.otis.edu/program-review, Phase 4: After Review, Self Study Report Form (Action Plan)*

**PART ONE***Review and reflect on all parts of your external reviewers’ report and provide below proposed changes that will improve the quality of your program. These can be planned over several years. (Space is provided for up to ten proposed changes; if you have more, add to the list.)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | A) List all recommendations from your external review. | B) Do you accept or reject the recommendation? | C) If you reject, please provide a brief rationale below. If you accept, please provide a brief description of significant proposed changes to improve your program. |
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Comments:

**PART TWO** *As a result of completing your self-study, list proposed changes that will improve the quality of your program. These can be planned  
over several years. (Space is provided for up to ten proposed changes; if you have more, add to the list.)*

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| --- | --- | --- |
|  | A) List proposed change title. | B) Provide a brief description of significant proposed changes to improve your program based on completing the self-study. |
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Comments:

*For each significant proposed change (Part 1 accepted changes and Part 2 changes) please provide the details  
below. Copy this page for each change.*

**PROPOSED CHANGE**

**Expected Results/Accomplishments:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action Steps** *What will be done?* | **Responsibilities** *Who will do it?* | **Timeline** *By when? (Day/Month)* | **Resources** *A. Resources Available B. Resources Needed (financial, human, political & other)* | **Notes and/or Milestones** |
| **Step 1:** |  |  |  |  |
| **Step 2:** |  |  |  |  |
| **Step 3:** |  |  |  |  |
| **Step 4:** |  |  |  |  |