INDEPENDENT PROFESSIONAL DEVELOPMENT PLAN (IPDP)  
Name: Debra XXX  
INTERDISCIPLINARY ED.D. IN LEADERSHIP  

GOAL 1: Leadership Development  

Goal statement: How do I want to be different when my work in the Interdisciplinary Ed.D. in Leadership program is completed? What new or refined skills will I possess? What will I be able to do in my job that I cannot now do?  
I wish to develop skills that will enable me to provide leadership at the executive level. These skills will include strategic planning, team building, mentoring, program development, marketing and assessment of programs, management skills and employee development. I wish to participate more fully in executive level decisions and be recognized as a College leader, allowing me to advance to the dean or vice-presidential level, if I so choose.  

Action Plan: What activities and experiences will best help me achieve the goal stated above? When and how will I engage in these experiences?  

<table>
<thead>
<tr>
<th>Goal 1 Objectives</th>
<th>Activities and Strategies for Accomplishment</th>
<th>Methods of Assessment</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Develop leadership skills</td>
<td>Successfully complete leadership, management, planning and development related courses in organizational development, managing change, finance, law and administration.</td>
<td>a. Completion of courses (EDAD 909, 910, 921, 922, 925, &amp; 924; MGMT 865) with As. Apply reflective journaling process in assessing course application in daily work.</td>
<td>a. All coursework completed by Fall 2005. Upon course completion, apply reflective journaling for portfolio</td>
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</table>
|                  | Explore alternate management strategies at work, train staff and use TQM approaches to develop new programs | a. Tally number of TQM projects’ accepted recommendations  
b. Implement one new management strategy each year  
c. Completion of course with A. Apply reflective journaling process in assessing course application in daily work | a. By June each year  
b. By June of each year  
c. Course completed Sum 2000. Upon course completion, apply reflective journaling for portfolio |
|                  | Focus on team building, provide at least one team building training experience per year | a. Tally of team building activities  
b. Employee Satisfaction survey of team building experience  
c. Focus group on MBTI | a & b June 2004  
c. December 2003 |
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| **1. Develop leadership skills (cont’d)** | Chair the 2004 Regional NACADA conference  
   a. Increase conference attendance by 10% by marketing well and good speakers  
   b. Improve conference satisfaction  
   c. Decreasing cost of conference by 20% | a. Post conference evaluation by steering committee  
   b. Conference participants survey  
   a, b, c by end of March 2004 |
| **2. Develop Program Assessment Skills** | a. Take assessment courses.  
   b. Represent Student Services Division on the Accreditation Committee using assessment practice and receive commendations for student services section | a. Completion of courses (EDAD 909, 981, 860, 900K, 900D) with As. Apply reflective journaling process in assessing course application in daily work  
   b. Evaluation report of Accreditation committee | a. All coursework completed by Fall 2005. Upon course completion, apply reflective journaling for portfolio  
   b. Spring 2003 |
| **3. Increase participation on select College committees and represent College at State level** | Represent Dixie on the State’s Mentor Board  
   a. Continue on Regent’s advisory committee for AdviseUtah since 2001 and assist in advisement of Utah Mentor | a. Board participation | a. Continue on Mentor committee at least until 2005 |

Request to be put on my College’s Strategic planning committee  
Committee selection notice  
Beginning Fall 04

| a. Represent the College on Statewide Articulation Committee  
   b. Develop and negotiate with UNLV and NAU for articulation agreements | a. Committee participation  
   b. Successful negotiations resulting in articulation contracts | a. Beginning Fall 2003 to ?  
   b. June 2005 |

Represent College at Utah Electronic College meeting  
Meeting attendance  
Ongoing
INDEPENDENT PROFESSIONAL DEVELOPMENT PLAN (IPDP)  
Date: 10/6/03  
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GOAL 2: Research, Contributions to Field of Study  

**Objective statement:** How do I want to be different when my work in the Interdisciplinary Ed.D. in Leadership program is completed? What new or refined skills will I possess? What will I be able to do in my job that I cannot now do?  
_I wish to feel confident and experienced in conducting professional level research and assessment. Also wish to publish articles in my fields of interest and study that will be of value to other professionals. Complete a successful doctorate dissertation._  

**Action Plan:** What activities and experiences will best help me achieve the goal stated above? When and how will I engage in these experiences?

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1. <strong>Develop Assessment Skills</strong></td>
<td>Successfully complete courses in assessment and quantitative research; statistics, survey development, data development, analysis and interpretation.</td>
<td>Completion of courses (EDAD 909, 860) with A grade. Apply reflective journaling process in assessing course application in daily work.</td>
<td>a. All coursework completed by Fall 2005. Upon course completion, apply reflective journaling for portfolio</td>
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<tr>
<td>2. <strong>Develop Research Skills</strong></td>
<td>Successfully complete courses in research writing</td>
<td></td>
<td>a. Fall 2005. Upon course completion, apply reflective journaling for portfolio</td>
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| | a. Successfully complete Survey Development Course  
b. Produce a few surveys for use at my College and improve existing ones | | a. Completion of course EDUC 900D with A grade. Apply reflective journaling process in assessing course application in daily work  
b. Complete of useful surveys, evaluated by peers & supervisor | a. Sum 2003. Upon course completion, apply reflective journaling for portfolio  
b. One per year by June |
| 3. **Develop Grant Writing Skills** | a. Write/Apply for a grant for Student Services at Dixie  
b. Write/Apply for a grant to support dissertation research | a & b. Rewarding of grants | a. June 2005  
b. June 2006 |
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b. Have proposal approved  
c. Conduct Dissertation Research  
d. Receive committee approval of dissertation report | a. Success completion of EDAD 988 with grade A. Apply reflective journaling process in assessing course application in daily work  
b. Committee approval  
c. Complete research  
d. Committee signatures of acceptance | a. Spring 2006. Upon course completion, apply reflective journaling for portfolio  
b. Spring 2006  
c. Sum 2007  
d. Sum 2008 |
| 5. Publish Articles in Professional Journals | a. Publish one article before dissertation is completed  
b. Publish at least one article on dissertation findings | a. Published article  
b. Published article on dissertation |
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GOAL 3:  Training and Distance Curriculum Development 

Objective statement: How do I want to be different when my work in the Interdisciplinary Ed.D. in Leadership program is completed? What new or refined skills will I possess? What will I be able to do in my job that I cannot know now do? 
I would like to be able to develop college curricula in response to college and local business training needs. Business training services would need to be flexible, practical, customized, and in short term regarding response time. I could assist the community college to better serve local businesses. I would also like to gain experience developing a distance or online course. 

Action Plan: What activities and experiences will best help me achieve the goal stated above? When and how will I engage in these experiences? 

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</table>
| 1. Continue to develop skills in curricula development | a. Past curricular and course development training in Bachelors degree  
b. Teach college courses and practice curricula development | a. Successful completion of training  
b. Student dept. chair and peer evaluation | a. Completed  
b. At completion of each semester |
| 2. Understand current community business training needs and community college responses | a. Research community college missions, goals and objectives and evaluate whether they meet their goals and objectives  
b. Survey organizations and businesses regarding perceptions and attitudes toward community college training | a. Begin with successful completion of an Independent Studies course with Literature search plus research and a Community college survey. Apply reflective journaling process in assessing course application in daily work  
b. Survey and interviews | a. Partially completed Sum 2003, continue through 2005. Upon course completion, apply reflective journaling for portfolio  
b. Partially completed Sum 2003, continue through 2005 |
<p>| 3. Take human resource and training coursework and practice training development and implementation | | a. Successful completion of coursework with A grades. Apply reflective journaling process in assessing course application in daily work | a. Completed at Utah State University and as HR director at Dixie &amp; EDAD 909 – Spr2003. Upon course completion, apply reflective journaling for portfolio |</p>
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| 3. Develop Needs Assessment Skills | a. Successful completion of courses on training curricula development and higher ed instructional administration  
b. Assist in the development of one training program for a community business | a. Successful completion of coursework with As. Apply reflective journaling process.  
b. Survey of business’s satisfaction | a. June 2005  
b. At completion of course by June 2006. Upon course completion, apply reflective journaling for portfolio. |
|                               | a. On-going work projects, especially using TQM  
b. Employee performance appraisals  
c. Successful completion of EDAD 909 | a. Successful completion of TQM projects.  
b. Employee survey of performance appraisal process and needs development  
c. Successful completion of coursework with A. Apply reflective journaling process in assessing course application in daily work | a. One per year  
b. Survey in June 2004  
c. Completion of EDAD 909 – Spr 2003. Upon course completion, apply reflective journaling for portfolio |
| 4. Improve knowledge and skills in developing online courses | a. Successfully complete ALEC 806  
b. Develop an online version of Dixie’s Orientation course | a. Successful completion of coursework with A. Apply reflective journaling process in assessing course application in daily work  
b. Student satisfaction survey and response of the Orientation committee | a. Fall 2003. Upon course completion, apply reflective journaling for portfolio  
b. Fall 2004 |
**INDEPENDENT PROFESSIONAL DEVELOPMENT PLAN (IPDP)**

**Date:** 10/6/03

**Name:** Debra XXX

**INTERDISCIPLINARY ED.D. IN LEADERSHIP**

**GOAL 4:** Development of Knowledge and Skills Related to Student Services

**Objective statement:** How do I want to be different when my work in the Interdisciplinary Ed.D. in Leadership program is completed? What new or refined skills will I possess? What will I be able to do in my job that I cannot now do?

I wish to increase my knowledge of student affairs issues and programs and to develop broader and more in-depth range of skills and abilities with which to serve students, specifically with greater use of technology.

**Action Plan:** What activities and experiences will best help me achieve the goal stated above? When and how will I engage in these experiences?

<table>
<thead>
<tr>
<th>Goal 4 Objectives</th>
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</thead>
<tbody>
<tr>
<td>1. Research current state of student affairs</td>
<td>Successfully complete Student affairs related courses</td>
<td>Successful completion of EDAD 922, 925, 980, 979 with As. Apply reflective journaling process in assessing course</td>
<td>Courses completed by Fall 2005. At course completion, apply reflective journaling</td>
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<td></td>
<td>Attend national and regional student affairs conferences</td>
<td>Tally of conferences attended</td>
<td>1 national and 2 State or regional per year</td>
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| 2. Improve inter-departmental Enrollment management processes | Create projects in which student affairs depts. Such as advisement, financial aid, admissions, registration, and athletics work on enrollment management – at least one big project per year | a. Survey of response by participants  
b. Tally of number of new projects implemented | a. After each project  
b. June 2004 |
| 3. Improve Advisement and Counseling Dept’s service | Do needs assessment—Deploy new assessment tools such as surveys | Survey students and peers | June 2005 |
| | Create new advisor manual & share with faculty and other institutions | Satisfaction and needs surveys | August 2003 |
| | a. Develop better services for distance students at Dixie’s satellite campuses, investigating their needs and current practices at other institutions.  
b. Create a distance student service plan | Needs assessment survey  
Literature search  
Survey for student satisfaction | June 2005 |
<p>| | Create an on-line version of Orientation course | Student &amp; peer satisfaction survey | December 2004 |</p>
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| 4. Implementation of Banner information system, training and transfer from SIS | a. Research of Banner’s benefits and challenges  
b. Training of self and staff  
c. Successful migration to Banner | a. Useful information gathered  
b. Training evaluation; Needs assessment and satisfaction survey of employees  
c. Program functioning assessment | a. Fall 2003 and Spring 2004  
b. Fall 2003 to Fall 2005  
c. Fall 2005 |