

FACULTY/PROGRAM DIRECTOR PROFESSIONAL DEVELOPMENT PLAN

(Completed forms must be signed by both parties to be considered valid.)

Department of Occupational Therapy - Master of Occupational Therapy

College of Health and Human Services – Governors State University

Name: Dr. Frank Czuba DrOT, OTR/L

Title: Assistant Professor

Number of Hours worked (FTE equivalent): Full-time

Number of Credits Taught (per academic year): 21.0

Supervisor's Signature: _____
(Signature required)

_____ Date



Faculty/PD's Signature: _____
(Signature required)

_____ Date 12/20/2024

Date Developed: August 2020

Date Revised: August 2021; August 2022; August 2023; August 2024; August 2025

Connection to Program's Strategic Plan	Goals	Action Steps To Achieve Goal	Timeline	Outcomes/ Revisions/Results
<p>GSU Strategic Goal #1: Academic Excellence</p> <p><u>Dept OT Goal 1.1:</u> Ensure the Occupational Therapy Program is up to date and relevant, aligned with GSU regulations and Accreditation standards.</p> <p><u>Objectives:</u> A) Utilizing up to date and recommended NBCOT textbooks B) align courses with ACOTE standards C) use</p>	<p>#1.1A&C - Utilize NBCOT recommended textbooks and professionally recognized resources within all courses.</p> <p>#1.1B - Design course syllabi, outlines, rubrics,</p>	<p>#1.1A - Check NBCOT recommended book list each semester.</p> <p>#1.1A – Each semester utilize department approved syllabi objectives to design and develop all course requirements and learning activities including effective course modules and manageable student assignment timelines.</p> <p>#1.1B – Elicit and utilize student feedback via SEIs and individual</p>	<p>Prior to the start of each semester: Jan 2025 May 2025 Aug 2025</p> <p>Prior to the start of each semester:</p>	<p>Completed: Aug-2020, Jan-2021 May-2021, Aug-2021 Jan-2022, May-2022 Aug-2022, Jan-2023 May-2023, Aug-2023 Jan-2024, May-2024, Aug-2024</p> <p>Completed: Aug-2020, Jan-2021</p>

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<p>current up to date evidence-based practices</p> <p><u>Dept OT Goal 1.2:</u> Provides a department environment that supports diverse intellectual and interpersonal competence and interprofessional education and collaboration.</p> <p><u>Objectives:</u> A) Engage in interprofessional activities B) Engage in research and scholarship interprofessional collaboration C) Facilitate</p>	<p>assignments, activities and requirements that are organized, coherent, and support achievement of course objectives aligned with ACOTE standards.</p> <p>#1.2 - Collaborate with other instructors and experts across relevant professional disciplines to support student learning about interprofessional collaboration and enhance awareness of current practice trends.</p>	<p>student reflections within all courses and identify 1 area to improve upon course delivery each semester.</p> <p>#1.1C - Ensure use of current editions of textbooks and online course resources including updated best practice guidelines for professional practice. Check annually in accordance with official document release cycle. <i>Incorporation of artificial intelligence software tools as additional resources to support student learning.</i></p> <p>#1.2A, B- Develop 1 annual interprofessional training to support diversity, equity and inclusion of student participants and foster the dissemination of these values via SDH-based services.</p> <p>#1.2C - Utilize appropriate clinical and general spaces campus-wide to foster interprofessional collaboration that addresses mutually shared goals relevant to student learning in Spring, Summer and Fall of 2025. This will</p>	<p>Jan 2025 May 2025 Aug 2025</p> <p>Prior to the start of each semester: Jan 2025 May 2025 Aug 2025</p> <p>Jan 2025 May 2025 Aug 2025</p> <p>April 2025 (Research Days) September 2024 (3rd Annual Wellness Week)</p>	<p>May 2021, Aug 2021 Jan 2022, May 2022 Aug 2022, Jan 2023 May 2023, Aug 2023 Jan 2024, May 2024, Aug 2024</p> <p>Completed: Aug 2020, Jan 2021 May 2021, Aug 2021 Jan 2022, May 2022 Aug 2022, Jan 2023 May 2023, Aug 2023 Jan 2024, May 2024, Aug 2024 Jan 2025 Added to #1.1C: Incorporation of artificial intelligence.</p> <p>Completed: Aug 2022 IPE with PT department including care planning, co-treatment interventions and mgmt. of clinically complex clients, May-Oct 2023 IPE with PT dept with focus on HPWP and SDH Aug 2024 IPE with CH and SW depts with focus on HPWP and SDH</p> <p>Completed: May-Oct 2023 IPE with PT dept with focus on HPWP and SDH 1st Annual Wellness Week- May-Oct 2024 IPE with CH and SW depts with focus on HPWP</p>

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<p>use of university settings for academic experiences</p> <p><u>Dept OT Goal 1.3:</u> Provides a campus environment that supports teaching, learning, scholarly and creative activities through appropriate academic/clinical facilities.</p> <p><u>Objectives:</u> A) Utilize all available resources provided by the university B) Utilize all available resources provided by the</p>	<p>#1.3 - Support best practice utilization of university and departmental resources to augment and enhance learning activities and support student success.</p>	<p>include development of interprofessional collaboration skills, case scenarios, development of interprofessional programs and interventions, and group program design and implementation with multiple allied health departments to members of the GSU community. Expand to include new CHHS departments: Physical Therapy, Community Health, Social Work, Health Administration and Informatics.</p> <p>#1.2A, B&C – Apply, secure and manage 2 interprofessional education grants (awarded \$5000) focused on interprofessional collaboration, health promotion, evidence-based OT practice and facilitation of educational workshops for community partners and interested parties.</p> <p>#1.3A - Introduce and encourage use of library, writing center, counseling and wellness center, and relevant shared physical spaces / rooms to support student learning and provide opportunities for practical skill development at the initiation of each course.</p> <p>#1.3B - Annually audit and inventory available departmental resources that support specific course objectives related to learning activities including ADL apartment, assistive devices and adaptive equipment, testing materials and physical spaces / rooms to</p>	<p>Jan 2025 May 2025 Aug 2025</p> <p>At the start of each semester: Jan 2025 May 2025 Aug 2025</p> <p>Aug 2025</p>	<p>and SDH 2nd Annual Wellness Week Jan 2025 Added to #1.2C: Expand to include new CHHS departments.</p> <p>Completed:</p> <p>Completed: Aug 2020, Use of library resources, Jan, May, Aug 2021 Use of library and physical space resources, Jan, May, Aug 2022 (Grad studies course focus), Jan, May, Aug 2023 Jan, May, Aug 2024</p> <p>Completed: Aug 2023, Aug 2024 Jan 2025 Added to #1.3B: Incorporation of new resources.</p>

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<p>department C) Engage in campus-wide faculty development via interprofessional collaborative student activities</p> <p>GSU Strategic Goal #2: Student Success</p> <p><u>Dept OT Goal 2.1:</u> Develop exemplary program designed to both support student success and attain retention rates that meet or surpass accreditation requirements.</p> <p><u>Objectives:</u></p>	<p>#2.1 - Collaborate effectively with OT faculty colleagues and co-teachers to ensure course content, assignments, activities and requirements are professionally appropriate and evidence-based.</p>	<p>support learning and provide opportunities for practical skill development, <i>incorporation of new resources: ICE videos and learning activities, Simucase, TrueLearn, and Therapy Ed NBCOT prep resources.</i></p> <p>1.3C - Utilize appropriate clinical and general spaces campus-wide to foster interprofessional collaboration that addresses mutually shared goals relevant to student learning in Spring, Summer and Fall of 2025. This will include development of interprofessional collaboration skills, case scenarios, development of interprofessional programs and interventions, and group program design and implementation with multiple allied health departments to members of the GSU community. <i>Expand to include new CHHS departments: Physical Therapy, Community Health, Social Work, Health Administration and Informatics.</i></p> <p>#2.1A&C - Serve on the MOT Admissions Committee to ensure best fit of students offered entrance into each program.</p> <p>#2.1B - Meet weekly with co-instructors prior to class to develop</p>	<p>Jan 2025 May 2025 Aug 2025</p> <p>By end of each semester: Jan 2025 May 2025 Aug 2025</p> <p>During each semester:</p>	<p>Completed: May-Oct 2023 IPE with PT dept with focus on HPWP and SDH 1st Annual Wellness Week. May-Oct 2024 IPE with CH and SW depts with focus on HPWP and SDH 2nd Annual Wellness Week Jan 2025 Added to #1.3C: Expand to include new CHHS departments.</p> <p>Completed: Aug 2020, Jan 2021 May 2021, Aug 2021 Jan 2022, May 2022 Aug 2022, Jan 2023 May 2023, Aug 2023 Jan 2024, May 2024, Aug 2024</p> <p>Completed: Aug 2020,</p>

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<p>A) Facilitate support in CHHS and across campus on recruitment B) Monitor curriculum to ensure student success C) Use admission predictive model for admission selection D) Monitor student feedback on course and instructor for success and concerns.</p> <p><u>Dept OT Goal 2.2:</u> Provide effective intervention strategies to ensure a retention rate that meets or exceeds accreditation requirements</p> <p><u>Objectives:</u> A) Monitor students through Faculty Advisement and Program Enhanced Advisement B) Keep program policies updated C) Support</p>	<p>#2.2 - Develop more effective MOT student engagement through interactive learning to foster effective professional reasoning.</p>	<p>detailed and organized class session plan crafted to best meet student learning needs. Meet with OT department prior to each semester to ensure effective integration of curriculum objectives across courses. Develop 1 threaded assignments that is integrated into separate course activities that connects to an OT essential practice fundamental or concept.</p> <p>#2.1D - Elicit and utilize student feedback via SEIs and individual student reflections within all courses and identify 1 area to improve upon course delivery each semester. Will meet with co-instructors to actively reflect upon student feedback. Require student completion of SEIs during one of the final class sessions.</p> <p>#2.2A – Incorporate 1 strategy of 'learning and doing' within all class sessions via individual practical demonstrations, small group work, role playing and flipped classroom techniques.</p> <p>#2.2B - Include updated program policies and procedures in each course shell and review as a class upon initiation of each course.</p> <p>#2.2C - Introduce and encourage use of library, writing center, counseling</p>	<p>Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p> <p>At end of each semester: May 2025 Aug 2025 Dec 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p> <p>At start of each semester: Jan 2025 May 2025 Aug 2025</p> <p>At start of each semester:</p>	<p>Jan, May, Aug 2021 Jan, May, Aug 2022 Jan, May, Aug 2023, Jan, May, Aug 2024 Jan 2025 Added to #2.1B: Develop 1 threaded assignments.</p> <p>Completed: Aug 2020, Jan, May, Aug 2021 Jan, May, Aug 2022 Jan, May, Aug 2023, Jan, May, Aug 2024 Jan 2025 Added to #2.1D: Require student completion of SEIs.</p> <p>Completed: Aug 2020, Jan, May, Aug 2021 Jan, May, Aug 2022 Jan, May, Aug 2023, Jan, May, Aug 2024</p> <p>Completed: Aug 2020, Jan, May, Aug 2021 Jan, May, Aug 2022 Jan, May, Aug 2023, Jan, May, Aug 2024</p> <p>Completed: Aug 2020,</p>

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<p>students through university resources</p> <p>Dept OT Goal 2.3: FW and community service learning. Training in MOT graduate educational learning strategies. Collaborate with university support services to enhance MOT student success.</p> <p><u>Objectives:</u> A) Community-based service-learning experiences such as volunteering, expert guest lectures</p> <p>GSU Strategic Goal #3: High Quality Faculty and Staff</p> <p>Dept OT Goal 3: Attract, retain and develop a highly qualified and diverse faculty and staff consistent with accreditation requirement, professional standards, and program need.</p> <p><u>Objectives:</u></p>	<p>#2.3 - Foster students' community-based learning via volunteering and include professional expert perspectives in course sessions.</p> <p>#3.1 - Engage in professional continuing education to enhance academic skills and improve teaching strategies that foster optimal learning outcomes for all different learning styles of students.</p>	<p>and wellness center, and relevant shared physical spaces / rooms to support student learning and provide opportunities for practical skill development at the initiation of each course.</p> <p>#2.3A - Utilize multi-week group community-based learning course assignment aligned with social determinants of health to ensure students collaborate with community partners to volunteer and complete group service project.</p> <p>#2.3A - Utilize up to 4-5 expert interprofessional panel members and guest speakers to illuminate select practice areas and professional specializations 1x for each cohort.</p> <p>#3.1A – Maintain current licensure and certification standards of 12 continuing education credits per year with a focus on professional and technical standards and strategies for incorporation into course development and teaching.</p> <p>#3.1B&C - Attend ASAHP annual conference to identify new teaching strategies and ways to foster effective</p>	<p>Jan 2025 May 2025 Aug 2025</p> <p>Jan-May 2025</p> <p>Jan-May 2025</p> <p>December 2025</p> <p>October 2025</p>	<p>Jan, May, Aug 2021 Jan, May, Aug 2022 Jan, May, Aug 2023, Jan, May, Aug 2024</p> <p>Completed: Jan-May 2020, Jan-May 2021 Jan-May 2022 Aug-Dec 2022 Jan-May 2023 Jan-May 2024</p> <p>Completed: Jan-May 2020, Interprofessional panel Jan-May 2021 OT/OTA Collaboration Jan-May 2022 Advocacy Aug-Dec 2022 Interprofessional panel 2023 and 2024 did not schedule, plan to resume in 2025</p> <p>Completed: December 2021 December 2023</p> <p>Completed:</p>

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<p>A) Foster mentorship for faculty B) Departmental and interdepartmental collaboration and mentorship opportunities C) Faculty conferences opportunities D) Active involvement in relevant association and corporate partners in the community E) Faculty employment outside the university for clinical needs.</p> <p>GSU Strategic Goal #4: Enrollment Management</p> <p><u>Dept OT Goal 4:</u> Enroll a diverse and well-prepared graduate student class through</p>	<p>#4.1 - Serve as advisor for students through regularly scheduled personal growth conferences, informal</p>	<p>interprofessional education and collaboration.</p> <p>#3.1B - Follow division criteria to maintain steady progress toward tenure via annual review process. Annually update CV and Prof Dev Plan.</p> <p>#3.1D – Maintain role as Admin and Mgmt Special Interest Section Co-chair for the Illinois Occupational Therapy Association with quarterly meetings annually, 1x Communicate article submission and 1x Presentation and Conversations that Matter at annual state conference. Support Director of Advocacy as AMSIS liaison.</p> <p>#3.1E - Continue to provide private practice Occupational Therapy services for up to 5 clients weekly living in the community dealing with general challenges to optimal occupational performance. Explore new referral sources with focus on clients' holistic wellness and successful personal healthcare management.</p> <p>#4.1A - Utilize OT essential functions checklist to foster student success in MOT program and graduate education that are aligned with their unique</p>	<p>January 2025</p> <p>Jan-Dec 2025</p> <p>Jan-Dec 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025</p>	<p>Oct 2022 Presented on SBRIT IPE program, Oct 2023 Presented on IPE HPWP, Oct 2024 Presented on Polysubstance collaborative research</p> <p>Completed: October 2020, 2021, 2022, 2023 Jan 2025 Added to #3.1B: Annually update CV and Prof Dev Plan.</p> <p>Completed: December 2020 December 2021 December 2022 December 2023 December 2024 Jan 2025 Added to #3.1D: Support Director of Advocacy as AMSIS liaison.</p> <p>Completed: December 2020 December 2021 December 2022 December 2023 December 2024 Jan 2025 Added to #3.1E: Explore new referral sources.</p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024 Jan 2025 Added to #4.1A:</p>

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<p>continued advisement, outreach and visibility efforts.</p> <p><u>Objectives:</u> A) Facilitate semester student advisement B) Support student clubs (SOTA, COTAD) in community partnerships C) Pre-advisement initiatives D) Provide community engagement and service-learning opportunities.</p> <p>GSU Strategic Goal #5: Invest in Excellence</p> <p><u>Dept OT Goal 5:</u> Establish the Department of OT as regional center for continuing education offering formal educational programs designed to promote knowledge, skills, and professional attitudes among OT professionals.</p>	<p>check-ins and open-door office hours as appropriate/needed.</p> <p>#5.1 - Support GSU MOT program as an evidence-based, research focused institution providing professionals with opportunities to collaborate, teach and learn.</p>	<p>learning styles 1x per semester with all advisees. <i>Inclusion of doctoral capstone advisee. Introduce new student group collaboration and support by hosting 1 shared meeting for all advisees.</i></p> <p>#4.1B – Continue to attend 2 student club events per semester and demonstrate support for student-led initiatives.</p> <p>#4.1C - Communicate with OT faculty bi-monthly to identify advisees who may be struggling to meet course objectives and initiate additional office hours within 1 week of identifying any issues.</p> <p>#4.1D - Utilize multi-week group community-based learning course assignment aligned with social determinants of health to ensure students collaborate with community partners to volunteer service 1x for each cohort.</p> <p>#5.1A - Incorporate 2 GSU MOT alumni in courses as guest presenters to share their personal and professional experiences and insights to augment student learning objectives in Leadership and Management course annually.</p> <p>#5.1B - Serve as Advisory Council Chair and host bi-annual meetings that include diverse professional</p>	<p>Aug-Dec 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p> <p>Jan-May 2025</p> <p>Jan-May 2025</p> <p>Jan-Dec 2025</p>	<p><i>Inclusion of doctoral capstone advisee. Introduce advisee group collaboration.</i></p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024</p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024</p> <p>Completed: Jan-May 2022 Leadership roles Aug-Dec 2022 Leadership roles and Career management, Jan-May 2023 Leadership roles, Jan-May 2024 SDOH via small groups</p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024</p> <p>Completed: Jan-Dec 2023, 2024</p>

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<p><u>Objectives:</u> A) Invest in academic and professional excellence through engaging GSU OT alumni to support and enhance program curriculum objectives B) Program networking with other professionals in the healthcare community</p> <p>GSU Strategic Goal #6: Social, Ethical and Environmental Responsibility <u>Dept OT Goal 6:</u> Support Department initiatives to engage in local, national, and international community partnership in learning projects.</p> <p><u>Objectives:</u> A) Engagement with advisory board members and community stakeholders B) Develop scholarship of practice opportunities C) Develop Community- based learning opportunities to underserved/represented groups.</p>	<p>#6.1 - Maintain active involvement in professional associations and collaborations to be aware of current healthcare policies and trends through advocacy and volunteerism.</p>	<p>membership including 5 GSU alumni to identify opportunities and threats to enhance the quality of the MOT program and the professional preparation of GSU graduates. Elicit active engagement of Advisory Council members in professional OT and student learning scholarship and service initiatives.</p> <p>#6.1A - Serve as ILOTA board member via Admin and Mgmt SIS, member of Chicago Area Council of OT Directors via quarterly meetings to ensure effective professional collaboration, networking and opportunities and threats to the MOT program.</p> <p>#6.1B - Serve as the MOT Research Co-chair and ensure all student research projects are accepted for presentation at the annual ILOTA conference and GSU Research Day. Encourage all student research project groups to submit for presentation to AOTA conference annually. Guide and support student research project publication.</p>	<p>Jan-Dec 2025</p> <p>Jan-Dec 2025</p>	<p>Jan 2025 Added to #5.1B: Elicit active engagement of Advisory Council members.</p> <p>Completed: December 2020 December 2021 December 2022 December 2023 December 2024</p> <p>Completed: December, 2020 ILOTA and AOTA conference presentations, MOT Research day December, 2021 ILOTA and AOTA conference presentations, MOT Research day December, 2022 ILOTA conferences presentations December, 2023 MOT Research Symposium Jan 2025 Added to #6.1B: Guide and support student research project publication.</p>

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<p>GSU Strategic Goal #7: Strong Cyberspace</p> <p><u>Dept OT Goal 7.1:</u> Utilize innovative technology throughout all facets of the OT program.</p> <p><u>Objectives:</u> A) Use Simucase, ICE videos, Visible Body to support learning B) Collaborate with CAES for university training C) Determine needs for technology to support instruction</p>	<p>#7.1 - Utilize multi-modal media and technology in all coursework as appropriate to ensure optimal learning outcomes by students.</p>	<p>#6.1C - Utilize multi-week group community-based learning course assignment aligned with social determinants of health to ensure students collaborate with community partners to volunteer service for underserved/represented groups 1x annually for each cohort.</p> <p>#7.1A - Utilize 1-2 specific cases from the Simucase and ICE video collections to develop interactive learning modules that guides students through the OT process and supports professional reasoning, documentation and practical skill development in each practical course annually. <i>Incorporate new professional learning tools: True Learn NBCOT exam practice questions into class discussion routinely throughout leadership course.</i></p> <p>#7.1B - Review Collaborate course presentation annually with CAES training staff to ensure best-practice strategies are in place. <i>Develop enhanced course shells via training in Ultra updates.</i></p> <p>#7.1C - Utilize weekly class session preparations with co-instructors to determine and incorporate use of adult simulators, online library resources and appropriate OT assistive technology / adaptive</p>	<p>Jan-May 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p> <p>Prior to start of each semester: Jan 2025 May 2025 Aug 2025</p> <p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p>	<p>Completed: Jan-May 2020, Jan-May 2021 Jan-May 2022 Aug-Dec 2022 Jan-May 2024</p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024 Simucase, ICE and Youtube videos, ICE Faculty zone <i>Jan 2025 Added to #7.1A: Incorporate new professional learning tools.</i></p> <p>Completed: Aug, 2020, Jan, May, Aug 2021, 2022, 2023, 2024 <i>Jan 2025 Added to #7.1B: Develop enhanced course shells.</i></p> <p>Completed: Jan-May, May-Aug, Aug-Dec 2020, 2021, 2022, 2023, 2024 Online library resources, adult simulators</p>

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<p><u>Dept OT Goal 7.2:</u> Monitor and maintain program cyber presence</p> <p><u>Objectives:</u> A) Keep information on Website current B) Use social media to bring visibility C) Collaborate with Marketing for visibility</p> <p>GSU Strategic Goal #8: Continuous Improvement</p>	<p>#7.2 Support cyber presence initiatives of the dept, college and university</p>	<p>equipment to support learning objectives.</p> <p>#7.2A Ensure profile information is accurate and up to date and provided personal teaching philosophy info as requested to market the OT program and GSU. Annually update CV and Prof Dev Plan.</p>	<p>During each semester: Jan-May 2025 May-Aug 2025 Aug-Dec 2025</p>	<p>Completed: September 2023, 2024 Jan 2025 Added to #7.2A: Annually update CV and Prof Dev Plan.</p>
<p><u>Dept OT Goal 8:</u> Develop and sustain continuous improvement practices</p> <p><u>Objectives:</u> A) Collect data from graduates regarding outcomes B) Incorporate Advisory Board planning twice per year and elicit feedback C) Provide supports for certification exam success of students.</p>	<p>#8.1 - Identify opportunities and threats to enhance the quality of the MOT program through collaboration with professional community members.</p>	<p>#8.1B - Serve as Advisory Board Chair and host bi-annual meetings that include diverse professional membership including 5 GSU alumni to identify opportunities and threats to enhance the quality of the MOT program and the professional preparation of GSU graduates.</p>	<p>Jan-Dec 2025</p>	<p>Completed: Jan-Dec 2023, 2024</p>