**SMART Goals**

**Specific**: Goal is well-defined and describes precisely what the outcome will be.

**Measurable**: Goal is quantifiable, with clear metrics for determining success.

**Attainable**: Goal is realistic and within reach, given the available resources and timeline.

**Relevant**: Goal aligns with the college and/or program mission.

**Timely/Tangible**: Goal can be achieved within the parameters set by the document (three years for the self-study, one year for the program updates).

Examples of poorly written goals

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| **Goal**: | **Problem**: The goal fails to meet two or more of the criteria |
| Increase student mental health services. | Goal is neither specific nor measurable. No way to determine if it’s attainable within the three-year cycle.  |
| Make students more aware of online tutoring | Goal cannot be effectively measured, with no metrics to determine success |
| All department faculty will meet together once a week for two hours | Goal is not realistic, outcome not specific. |
| Buy new office furniture | Goal is not clearly relevant to college or program mission, not specific |
| Close achievement gap for student populations identified in the Equity Plan | Goal cannot be achieved in the stated time frame, not clearly measurable |

Examples of more effectively written goals: (*note: assumption is that the time -frame for all goals is within the three-year PIPR report cycle*)

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| Develop handbook and training plan for how to respond to students in crisis. | S – handbook and training planM – completed drafts of bothA – step by step processR – addresses mission and strategic plan, SAOT - product completed within three year PIPR cycle |
| Student usage of online tutoring will increase by 5% yearly. | S – increase of usageM – compare year to year’s usageA – plan can be recalibrated every yearR – addresses mission and strategic plan, PLOs, SLOs T – yearly time frame |
| Establish monthly department meetings, with plan for inclusion of PT faculty | S – meeting scheduleM – schedule, plan for inclusion of PTA – consistent scheduleR – addresses mission and strategic plan, SLOsT – monthly time frame |
| Buy new bookshelves to house and display materials for Transfer Center | S – purchase order M – delivery and set upA – one-time effort, regular maintenance R – addresses mission and strategic plan, SAOsT – one and done |
| Develop training for program personnel on how to collect and interpret data in order addressing achievement gap in student populations identified in the Equity Plan. | S – training needs identifiedM – training plan developedA – yearly time frameR – addresses mission and strategic planT – plan can be developed in one year |