averaged to yield a single Faculty Member Average. All faculty member averages are then averaged to yield a single average across all faculty.

Grid A

Average Fiscal & Physical Assessment Score Across All Faculty						
Date Assessment Completed	Faculty Members	Fiscal Resources	Physical Resources	Academic Resources	Faculty Member Average	Average Across All Faculty
7/2019 (Pilot new benchmarks)	Jen	3.8	3.6	3.7	3.7	3.904
	Samira	3.95	3.82	4	3.9	
	Hoa	3.92	3.89	3.98	3.93	
	Tabitha	4	4	4	4	
	Martha	3.92	4	3.98	4.0	
12/2019	Jen				#DIV/0!	#DIV/0!
	Samira				#DIV/0!	
	Hoa				#DIV/0!	
	Tabitha				#DIV/0!	
	Martha				#DIV/0!	

Student Procedure for Reviewing Resources

The student review of resources follows the same procedure as the faculty review, except that a single score for each resource is arrived at through a student-led discussion in a Community Meeting. The average score for each of the three areas   fiscal, physical, and academic   are entered into a grid (B, below) and averaged to yield a single Student Average.

Grid B

Student Average				
Date Assessment Completed	Student Fiscal Resources	Student Physical Resources	Student Academic Resources	Average Across All Faculty
12/2019				#DIV/0!
12/2020				#DIV/0!
12/2021				#DIV/0!

Documentation

The final results of annual reviews done by both students and faculty will be saved on the V-drive inside the   folder.

Review, Revise, Improve

I. Review

    A. Identify budgetary shortages that occurred during the previous fiscal year by listing unmet needs resulting from:

        1. budget shortages

    2. aging or outdated equipment that needs to be replaced

B. Review the adequacy of the physical resources of the MFT program.

    1. Identify issues that have arisen during the academic year with respect to the level of repair in clinical and classroom spaces, halls, faculty offices and workspace, student workspace, computer access, and parking.

C.

    1. A description of any changes in program faculty/staff/supervisor numbers, budgetary resources, and/or physical space during the past reporting year.

    2. The identification of budgetary and physical plant resources to address needs, including University-wide budget pools for equipment, renovation of instructional

This policy addresses Annual Report, Maintenance Criterion A: Ongoing Fiscal & Physical Resources and
Standard III: Infrastructure and Environmental Supports, KE III-A: Fiscal and Physical Resources
Updated Summer 2019. Scheduled for update Summer 2020.

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faculty meetings for discussion and action.

Table of Fiscal & Physical Resources Reviewed

I. Fiscal Resources	II. Physical Resources	III. Academic Resources
A. Monetary	**A. Administrative space**	**A. Instructional Resources**
operating budget	faculty offices	Odum Library
travel budget	equipment & supply	teaching assistants
library allocation	student record storage	eLearning resources
Faculty Research Seed Grants	client file storage	Center for Excellence in L and T
Faculty Scholarship	mail room cubby	Turnitin
instructional Improvement	**B. Instructional Space**	**B. Technological Resources**
course/curriculum development	classroom space	student program printers
professional presentation	clinical training space	internet
B. Personnel	student workspace	classroom computing equipment
Faculty	restrooms	clinical observation system
Secretarial Staff	entrance security system	communication system (phone, email)
Clinic Director	exterior & interior lights	learning management
Housekeeping	windows & doors	IT security
	walls & surfaces (painting,	emergency notification system
	HVAC	IT support & helpdesk
	furnishing & casegoods	data collection & analysis software
	floor coverings	data storage
	supplies & consumables	data collection training
	ceiling tiles	instructional technology support
		campus wide computer access
		C. Student Support Services
		Access Office
		Adult & Military Programs