

**Divine Word College
End of the Year Department/Institute Report**

- 1. Who were the members of the department/institute for the current academic year?**

- 2. What, if any, are long range staffing concerns?**

- 3. What specific topics did the department/institute members discuss this year and what actions were taken or proposed?**

- 4. What are the department/institute goals for the coming academic year? (These may be subject to revision as the new year begins.)**

- 5. Is there any other useful information that is not reported above? Also, is there any additional support from the administration that might be beneficial for department/institute development?**

Reports are due by June 1 of the current year. Addendum or revisions may be attached up to September 30 of the new academic year.