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| --- | --- |
| Term: | 202.. – 202..  Fall  Spring |
| Date of Survey | …./…./202.. |

This action plan is designed to document the steps taken in response to feedback collected from instructor and student surveys regarding curriculum design and instructional materials. It helps track actions, responsibilities, resources, and timelines to ensure continuous improvement.

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| **Feedback Source** | **Feedback Summary** | **Action to be Taken** | **Responsible Person/Unit** | **Resources Needed** | **Timeline** | **Status/Follow-up** |
| Instructor Survey |  |  |  |  |  |  |
| Student Survey |  |  |  |  |  |  |
| Instructor Survey |  |  |  |  |  |  |
| Student Survey |  |  |  |  |  |  |